



**CITY OF WILLIAMSBURG**  
*Public Works & Utilities Department*

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**City of Williamsburg**  
**Permit # VAR040027**

**Virginia General Permit for Discharges from  
Small Municipal Separate Storm Sewer Systems**

**Annual Report**

**July 1, 2008 –June 30, 2009**



## CITY OF WILLIAMSBURG

*Public Works & Utilities Department*

September 30, 2009

Mr. J Douglas Fritz, MS4 Program Manager  
DCR  
MS4 Stormwater Permitting  
203 Governor Street, Suite 206  
Richmond, Virginia 23219

RE: VPDES General Permit for Small MS4s, VAR040027, City of Williamsburg

Dear Mr. Fritz:

In accordance with 4 V.A.C. § 50-60-1240 Section II (E)(3) and its VPDES small MS4 permit, VAR040027, enclosed are three copies (two paper and 1 electronic) of the City of Williamsburg's Annual Report. This report summarizes the City's activities taken toward meeting its measurable goals during the period of July 1, 2008 through June 30, 2009.

If you have any questions or need additional information, please do not hesitate to contact me at (757) 220-6141.

Sincerely,

Stephen R. Martin, P.E.  
City Engineer

Enclosures



## CITY OF WILLIAMSBURG

Office of the City Manager

September 30, 2009

Mr. J Douglas Fritz, MS4 Program Manager  
DCR  
MS4 Stormwater Permitting  
203 Governor Street, Suite 206  
Richmond, Virginia 23219

RE: VPDES General Permit for Small MS4s, VAR040027, City of Williamsburg

Dear Mr. Fritz:

In accordance with 4 VAC 50-60-370, I provide the following statement regarding the City of Williamsburg's Annual Report for the period of July 1, 2008 through June 30, 2009.

As required under Virginia law I certify under penalty of law that this document and all attachments were prepared under my direct supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is to the best of my knowledge and belief true, accurate, and complete. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations.

If you have any questions or need additional information, please do not hesitate to contact Steve Martin, City Engineer at (757) 220-6141.

Sincerely,



Jackson C. Tuttle  
City Manager

cc: Steve Martin, City Engineer



## CITY OF WILLIAMSBURG

*Public Works & Utilities Department*

September 30, 2009

Mr. J Douglas Fritz, MS4 Program Manager  
DCR  
MS4 Stormwater Permitting  
203 Governor Street, Suite 206  
Richmond, Virginia 23219

RE: VPDES General Permit for Small MS4s, VAR040027, City of Williamsburg

Dear Mr. Fritz:

In accordance with your letter of June 29, 2009 the following information is being provided as the City of Williamsburg's Annual Report.

a. Background information

- (1) This annual report is being submitted by the City of Williamsburg for Permit # VAR040027.
- (2) The annual report year is July 1, 2008 through June 30, 2009.
- (3) No modifications have been made to any operator's departments roles or responsibilities.
- (4) Two new MS4 outfalls were added. The High Street outfall drains 52 acres in the HUC JL34 (College Creek) watershed. The QuarterPath Park outfall drains 58 acres in the HUC JL34 (College Creek) watershed.
- (5) Signed certification in accordance with 4VAC 50-60-370 is attached.

b. The status of compliance with permit conditions and program plan elements is attached as Annual Report Section B.

c. The City initiated a field survey and inspection of the storm sewer system by locating 317 pipes and structures. This data is being mapped by the City's IT Department. No monitoring data was collected during the reporting period.

d. Stormwater activities planned for next year are as outlined in the Program Plan for Permit Year 2 which is attached in Appendix 1.

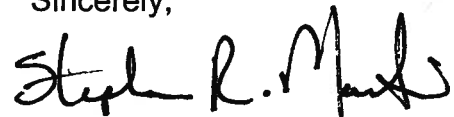
e. No changes have been made to the best management practices or measurable goals of the City's Program Plan.

Mr. J Douglas Fritz, MS4 Program Manager  
September 30, 2009  
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- f. The City of Williamsburg is relying on the Hampton Roads Planning District Commission for assistance with education, training, and compliance assistance. The Memorandum of Agreement and HR Storm Annual Report are attached in Appendix 1.
- g. The City of Williamsburg has no programs pursuant to Section II C of the General Permit.
- h. The City's MS4 Program Plan updates during the reporting cycle are as indicated in the Annual Report Section B. For Queen's Creek, HUC YO67, it is estimated that 1256 acre/feet of runoff was discharged and that the loading associated with it was  $5.20E+11$  of fecal coliform. This estimate is based on national input data and methodologies, and it will change as input data and methodologies are refined and standardized in the Hampton Roads region. For instance, the positive effects of existing stormwater controls are not factored in. Also, this estimate is based on land use data as shown on the City's Comprehensive Plan and attached in Appendix 3 of this report, not on actual existing land development characteristics.
- i. Refer to Sections 3.3 and 3.4 of the Annual Report Section B for illicit discharges. All discharges were cleaned up in place, and none reached state waters.
- j. Refer to Section 4.4 of the Annual Report Section B for land disturbing activities.
- k. Stormwater Management Facility data is attached in Appendix 5 of this report, and is also being submitted on the enclosed compact disc.
- l. The City of Williamsburg has a Memorandum of Agreement with the Hampton Roads Planning District Commission to assist the City with implementation of the minimum control measures. The MOA attached in Appendix 1.
- m. The City of Williamsburg has not received any written comments regarding its MS4 Program Plan.

If you have any questions or need additional information, please do not hesitate to contact me at (757) 220-6141.

Sincerely,



Stephen R. Martin, P.E.  
City Engineer

Enclosures

# Annual Report Section B: Status of Compliance with permit conditions and program plan elements - FY2009 - PY1

1. Public Outreach and Education							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	FY 2009 Status
1.1	Participate in regional committees: HR STORM, HR GREEN, RSMC, and SW Phase II Subcommittee					HR STORM Annual Report, MOA, HRPDC Regional Cooperation in Stormwater Management	
1.1a	Regional Cooperation	Renew MOA with the HRPDC to participate in the regional processes, including the Regional Stormwater Management Program, the Stormwater Phase II Subcommittee and HR STORM.	Maintain valid MOA	HRPDC	Continuously		See HR STORM Annual Report, MOA, and HRPDC Regional Cooperation in Stormwater Management Report in Appendix 1
1.1b	HR STORM and HR GREEN	Participate in at least 50% of monthly HR STORM meetings	Number of meetings attended/Number of meetings held	HR Storm Representative (HRSR)	Annually		2 of 9 meetings were attended.
		Participate in annual HR GREEN meetings and subcommittee meetings as appropriate.	Number of meetings attended	HR Storm Representative	Annually		1 of 1 meetings was attended.
		Participate in the development of regional Strategic Plans and Communication Plans for HR STORM and HR GREEN.	Participation	HR Storm Representative	Annually		HRSR participated in plan development
1.1c	Stormwater Phase II Subcommittee	Participate in at least 50% of monthly SW Phase II Subcommittee Meetings.	Number of meetings attended/Number of meetings held	SW Program Administrator (SWPA)	Annually		6 of 7 meetings were attended. See attendance sheet in Appendix 1.
		Participate in identifying stormwater education needs and priorities through the HRPDC Phase II Subcommittee.	Participation	SW Program Administrator	Annually		See List of Training Topics and Recent and Planned Events Attachment in Appendix 1..
1.2	Educate citizens on techniques to reduce impacts of stormwater pollution on public waterways with an emphasis on impaired waters.						

# Annual Report Section B: Status of Compliance with permit conditions and program plan elements - FY2009 - PY1

1. Public Outreach and Education						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
1.2a	Distribute educational materials developed through HR STORM.	Distribute materials developed through HRSTORM to target audience in locality.	Number of materials distributed	HR Storm Representative	Continuously	3,000 Scoop the Poop inserts were mailed to Williamsburg residents with Water Bills. 125 storm drain markers were ordered and 21 of these were installed on drop inlets in the City. 120 Recipe Books and 400 Chesapeake Club coasters were distributed. HRSR attended Earth Day events at Waller Mill Park and New Town and Farmer's Market. Additional information can be found in the HR STORM Annual Report Attachment in Appendix 1.
1.2d	Regional Media Campaign	Participate in the HR STORM regional media campaign which will make impressions with a stormwater message via print, television (local municipal access, cable and local affiliate), and radio with a target of reaching 72% of adults (25-54) three times over.	Demographic, reach and frequency	HR STORM	Annually	Details of the Hamton Roads media campaign for FY2009 is located in the HR STORM Annual Report Attachment in Appendix 1.
1.2e	"Scoop the Poop" Campaign	Make "Scoop the Poop" information and giveaways available where citizens receive animal licenses and at pet-related events as appropriate	Number of giveaways distributed	HR Storm Representative	Annually	250 note pads, 50 magnets, and 250 funnels depicting Poop the Scoop information were distributed at local events.
1.3	Illicit Discharge Elimination Education					
1.3a	Educate public employees on hazards and legal implications of illegal discharges and improper disposal of waste.	Identify and prioritize education and training needs for city/county employees through the HRPDC Phase II Subcommittee.	Prioritized list of training needs and number of employees that need training.	SW Program Administrator/EMS Team	End of PY1	This list has been developed and is attached in Appendix 1.
1.3d	Educate homeowners on hazards and legal implications of illegal discharges and improper disposal of waste.	Promote 58-STORM info line for appropriate contacts in each locality for citizens to report illicit discharges.	Number of calls	HRPDC and HR Storm Representative	post new info in PY1	222 calls were received. 58-STORM was promoted by HR GREEN using Twitter.



# Annual Report Section B: Status of Compliance with permit conditions and program plan elements - FY2009 - PY1

1. Public Outreach and Education							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	FY 2009 Status
1.4	Encourage involvement in local water quality improvement initiatives.						
		Post volunteer opportunities on local website.	Number and types of events	HR Storm Representative	Quarterly	City Public Works Website	Links to HR Storm, Clean Water Ways, and Clean the Bay websites were added to City Website
		Submit articles for HR Green regional e-newsletter for public participation in water quality improvement initiatives.	Number and types of events submitted	HR Storm Representative	Quarterly	E-newsletter	HRSR participated in this effort.
		Post volunteer opportunities through HR STORM and/or HR Green	Number and types of events submitted	HRPDC Environmental Educator	Quarterly	websites	see www. Hrstorm.org
	Improve outreach program to address concerns of target audience as well as minorities, disadvantaged audiences, and minors .	Improve outreach to school-aged children	Reprint of HR STORM tabloid size newspaper for elementary schools	HR STORM/ HR Green	PY 1, 3, and 5	Newspaper	This document was downloaded 5000 times from the HR STORM website. 20,000 copies have been reprinted and will be distributed in the Fall of 2009.
1.6		Improve outreach to disadvantaged and minority audiences.	Targeted ads through channels such as CW, BET, and urban radio stations.	HR STORM	Annually	Affadavits from TV and radio	See HR STORM Annual Report Attachment in Appendix 1.
	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section I E of 4VAC50-60-1200	SW Program Administrator	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.
1.7							



## Annual Report Section B: Status of Compliance with permit conditions and program plan elements - FY2009 - PY1

2. Public Involvement/Participation						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
2.1	Provide Public Notice of Program Plan and Modifications	Promote the availability of the operator's MS4 Program Plan and any modifications for public review and comment in accordance with public law.	Public notice of modifications.	HR Storm Representative	As necessary	Virginia Code reference, updated plan comment.
2.2	Make Program Plan and other Stormwater Program Information Available to Public	Provide the program plan, stormwater annual reports, the stormwater permit, and the stormwater ordinances on the City/County website.	Presence of materials on website	HR Storm Representative	Continuously	Program Plan and Registration Statement are posted on the Public Works webpage, Stormwater Ordinance is posted on the City Code webpage.
2.3	Participate in local activities to improve water quality	Support VPPSA Household Chemical Collection program. Organize Volunteer group to install drop inlet medallions		HR Storm Representative	As appropriate	HRSR participated in 5 events which collected 23 tons from Wmsbg and JCC residents.
2.4	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section I E of 4VAC50-60-1200	SW Program Administrator	Annually	Compliance with this measurable goal is met through the submission of this annual report.

## Annual Report Section B: Status of Compliance with permit conditions and program plan elements- FY2009-PY1

<b>3. Illicit Discharge Detection and Elimination</b>							
<b>BMP</b>	<b>BMP Description</b>	<b>Measurable Goals</b>	<b>Metric</b>	<b>Responsible Party</b>	<b>Timeline</b>	<b>Associated Documents</b>	<b>FY 2009 Status</b>
3.1	Storm Sewer System Map	Map all known outfalls	Map # of outfalls catalogued	SW Program Administrator/IT Dept	20% of remaining outfalls annually	Map	317 drainage structures (approx. 20% of the City system) were field surveyed and inspected. This info is being mapped by the IT Dept. Maintenance noted during inspections is being completed.
		Map surface waters, and impaired waters. Estimate MS4 acreage discharging to each HUC and impaired water.	Impaired waters; HUCs	SW Program Administrator/IT Dept	PY1	Registration Statement	See Impaired Waters Information Attachment in Appendix 3
3.2	Illicit Discharge Detection & Elimination Ordinance	Continue implementing and enforcing the illicit discharge/stormwater ordinance.	Number of investigations and actions taken	SW Program Administrator/ FD Haz Mat officer.	Annually	Ordinance	16 investigative actions were taken.
3.3	Illicit Discharge Detection & Elimination Procedures	Continue implementing an illicit discharge detection and elimination program for the municipally-owned MS4 within the Urbanized Area.	Develop regionally consistent protocol for responding and investigating IDDE	Phase II SW Committee/SW Program Administrator.	PY1	Investigation forms	Investigations are complaint driven. A PARS form has been developed for complaints.
		Track illicit discharge detection and elimination activities.	Number of investigations and actions taken	SW Program Administrator/ FD Haz Mat officer.	Ongoing	PARS	16 Hazardous Incidents were investigated by the Fire Marshall.
3.4	Prevent or minimize the discharge of hazardous substances and oil in the MS4 stormwater discharge.	Yard inspections; Develop/enhance reporting relationship with FD/Haz Mat Team; targeted education	Number of responses/ number of inspections	SW Program Administrator/ FD Haz Mat officer.		Inspection forms	All 16 incidents were cleaned up with no contamination of stormwater.
3.5	Cooperation with adjacent MS4s	Identify and notify, in writing, any downstream regulated MS4 to which the small regulated MS4 is physically interconnected of the small regulated MS4's connection to that system.	Develop map, Regional Phase II Stormwater Subcommittee Meetings, letters	Phase II SW Committee/SW Program Administrator.	PY1	Letters; meeting attendance	Letters sent to York County, VDOT, and James City County.

## Annual Report Section B: Status of Compliance with permit conditions and program plan elements- FY2009-PY1

<b>3. Illicit Discharge Detection and Elimination</b>							
<b>BMP</b>	<b>BMP Description</b>	<b>Measurable Goals</b>	<b>Metric</b>	<b>Responsible Party</b>	<b>Timeline</b>	<b>Associated Documents</b>	<b>FY 2009 Status</b>
3.6	Report all spills that reach state waters to DEQ and DCR						1 spill reached State waters.
3.6a	Report non sewer spills and releases from small MS4 operated properties that reach State waters to DEQ.	Report spills to The Department of Environmental Quality's Pollution Response Program (PREP).	Obtain PREP number.	SW Program Administrator/ FD Haz Mat officer.	Report in accordance to Section III. G.		0 spills reached State waters.
3.6b	Report Sanitary Sewer Overflows through SSORS database.	Continue to utilize SSORS to report Sanitary Sewer Overflows	Number of overflows	PU Superintendent	Continuously	SSORS Report Forms	1 Sanitary Sewer Overflow was reported.
3.7	Continue Sanitary Sewer System improvements in coordination with SSO consent order	Continue to diagnose and correct deficiencies.	Number of improvements	SW Program Administrator/ Public Utilities	Continuously		9 sewer mains/services were repaired. 22 manholes/cleanouts were repaired. 54 sewer mains/services were inspected. 17 sewer mains were cleaned.
3.8	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section I E of 4VAC50-60-1200	SW Program Administrator/ FD Haz Mat officer.	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

## Annual Report Section B: Status of Compliance with permit conditions and program plan elements - FY2009 - PY1

4. Construction Site Storm Water Runoff Control							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	FY 2009 Status
4.1	Local Erosion and Sediment Control Ordinance	Continue to implement the site plan review, LID implementation where deemed appropriate, construction site BMP, and inspection provisions of the local Erosion and Sediment Control Ordinance.	# of inspections; # plan reviews, # enforcement actions	E&S Program Administrator	Annually	PARS is being developed to track all of these items	16 Plan Reviews. 927 Inspections. 219 Enforcement Actions.
		"At a minimum be consistent with the VA ESC Law and regulation"	Soil and Water Conservation Board finding of consistency	E&S Program Administrator	Continuously	Letter from DCR	Deemed Consistent by DCR. See DCR Letter Attachment in Appendix 4.
		Continue to receive and respond to information from citizens relating to the local erosion and sediment control program through personal visits, email, telephone, and the City/County web page.	# of calls/requests, #site visits	E&S Program Administrator	Annually	Tracked in Hamsen system	5 Complaints were received and investigated and resolved.
4.2	VSMP Permits	Continue to direct applicants, proposing to disturb an acre or more of land or part of a larger common plan of development or sale that would disturb one acre or more, or >= 2,500 sq. ft. in CBPA areas to VDCR to secure a VSMP Permit for Discharges of Stormwater from Construction Activities. Ensure permit has been obtained.	#of permit applications and permits issued.	E&S Program Administrator	Continuously		6 Projects involving VSMP permits were reviewed. Copy of VSMP permit was received prior to issuance of City's land disturbance permit.
4.3	Training	Ensure that plan reviewers, inspectors, and program administrators obtain the appropriate certifications as required under the Erosion and Sediment Control Law	Certifications obtained	E&S Program Administrator	Ongoing		All inspectors have current certifications and training is up to date. Certifications are attached in Appendix 4.
4.4	Tracking and Reporting	Continue to track and report the total number of permitted land disturbing activities as well as the total disturbed acreage.	Number of permits & acres disturbed	E&S Program Administrator	Annually	Annual Report	16 land disturbing activities were permitted. 13.01 acres of land were disturbed.
4.5	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section 1 E of 4VAC50-60-1200	SW/ES Program Administrators	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.



# Annual Report Section B: Status of Compliance with permit conditions and program plan elements - FY2009 - FY1

5. Post Construction Storm Water Management in New Development and Redevelopment							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	FY 2009 Status
5.1	Stormwater Management Ordinance	Continue to implement the stormwater criteria of the Stormwater Management Ordinance for new development and redevelopment, and update ordinance to comply with Section 11.5.a of the General Permit.	Ordinance updates	SW Program Administrator	As needed	Ordinance	Ordinance is up to date.
5.3	VSMP Permits	Continue to direct applicants, proposing to disturb an acre or more of land or part of a larger common plan of development or sale that would disturb one acre or more, or $\geq 2,500$ sq. ft. in CBPA areas to VDCR to secure a VSMP Permit for Discharges of Stormwater from Construction Activities.	Number of Projects	ES Program Administrator	Continuously		6 Applicants were directed to obtain VSMP permit, and they provided documentation prior to issuance of a L/D permit by the City.
5.4	BMP Maintenance Agreements	Require BMP maintenance agreements as directed by the Stormwater Management Ordinance.	# of agreements & inspection schedules	SW Program Administrator	Ongoing	Maint. Agreements	BMP Maintenance Agreements were provided for 3 Projects.
5.5	BMP Maintenance Program	Update mapping of locally owned structural stormwater controls with reference to HUC and any impaired waters in drainage area.	Map	SW Program Administrator/IT Dept	As needed	map	Approximately 20% of the City's system has been surveyed.
		Develop schedules for regular inspection and maintenance of locally owned stormwater control structures in accordance with SWM regulations.	Inspections	SW Program Administrator	Annually	PARS	All BMPs have an inspection schedule.
5.6	Site Inspection and Enforcement	Conduct site inspections	#Inspections & Reinspections; NOVs	SW Program Administrator	As designated	PARS	42 BMPs were due for inspections and all 42 of them were inspected. To follow up 17 BMPs were re-inspected and all but 4 were found in compliance. Staff is still working with these 4 BMP Owners on maintenance issues. See Inspection reports in Appendix 5.
5.7	BMP Tracking	Track all known permanent stormwater management facilities that discharge to the regulated small MS4 and submit the following information: (a) Type of structural stormwater management facility installed as defined in the Virginia Stormwater Management Handbook; (b) Geographic location (HUC); (c) Where applicable, the impaired surface water that the stormwater management facility is discharging into; (d) Number of acres treated.	#&type of BMP, location, watershed, acres treated, impaired waters	SW Program Administrator	Annually	via PARS	See SWMF Report Attachment in Appendix 5.

Annual Report Section B: Status of Compliance with permit conditions and program plan elements - FY2009 - FY1

5. Post Construction Storm Water Management in New Development and Redevelopment							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	FY 2009 Status
5.8	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section I E of 4VAC50-60-1200	SW Program Administrator	Annually	Annual report	Compliance with this measurable goal is met through the submission of this annual report.

# Annual Report Section B: Status of Compliance with permit conditions and program plan elements - FY2009 - PY1

6. Pollution Prevention/Good Housekeeping for Municipal Operations							
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents	FY 2009 Status
6.1	Employee Education & Training	Identify and prioritize pollution prevention education and training needs for municipal employees based on relative risk for stormwater pollution from municipal operations through the HRPDC Phase II Subcommittee.	Training Schedule	HRPDC & EMS Team	1 during permit cycle	training schedule	Training on pollution prevention for municipal employees was held on February 18-19, 2009. See Training Attachment in Appendix 6.
		Distribute pollution prevention educational materials developed through the HRPDC/HR STORM to municipal employees engaging in operations with a high risk of discharging pollutants into the MS4.	# of items distributed	HRPDC & EMS Team	Annually	E-newsletter, training materials	Training materials were distributed to attendees of the above workshop and all localities were given a copy of the training DVD.
		Acquire E4 Certification for City Shop Complex from DCR	Certification	EMS Team			Certification obtained. Copy of Certificate is attached in Appendix 6.
		Conduct Street Sweeping Program for City streets	Miles swept/ Tons of sweepings disposed	Street Department	Continuously		1553 miles of streets swept/ 186 tons of sweepings disposed in landfill.
		Participate in at least one regional annual training workshop for municipal employees engaging in operations with a high risk of discharging pollutants into the MS4 coordinated by the HRPDC Phase II Subcommittee.	# employees attending	SW Program Administrator	Annually	Training outline	30 City Shop employees attended a Spill Prevention class held in January 2009.



Annual Report Section B: Status of Compliance with permit conditions and program plan elements - FY2009 - PY1

6. Pollution Prevention/Good Housekeeping for Municipal Operations						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Associated Documents
6.4	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section 1 E of 4VAC50-60-1200	SW Program Administrator	Annually	Annual report
						Compliance with this measurable goal is met through the submission of this annual report.



## City of Williamsburg Program Plan PY2

1. Public Outreach and Education						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
1.1	Participate in regional committees: HR STORM, HR GREEN, RSMC, and SW Phase II Subcommittee					
1.1a	Regional Cooperation	Renew MOA with the HRPDC to participate in the regional processes, including the Regional Stormwater Management Program, the Stormwater Phase II Subcommittee and HR STORM.	Maintain valid MOA	HRPDC	Continuously	
1.1b	HR STORM and HR GREEN	Participate in at least 50% of monthly HR STORM meetings	Number of meetings attended/Number of meetings held	HR Storm Representative	Annually	
		Participate in annual HR GREEN meetings and subcommittee meetings as appropriate.	Number of meetings attended	HR Storm Representative	Annually	
		Participate in the development of regional Strategic Plans and Communication Plans for HR STORM and HR GREEN.	Participation	HR Storm Representative	Annually	
1.1c	Stormwater Phase II Subcommittee	Participate in at least 50% of monthly SW Phase II Subcommittee Meetings.	Number of meetings attended/Number of meetings held		Annually	
		Participate in identifying stormwater education needs and priorities through the HRPDC Phase II Subcommittee.	Participation	SW Program Administrator	Annually	
1.2	Educate citizens on techniques to reduce impacts of stormwater pollution on public waterways with an emphasis on impaired waters.					
1.2a	Distribute educational materials developed through HR STORM.	Distribute materials developed through HR STORM to target audience in locality.	Number of materials distributed	HR Storm Representative	Continuously	

## City of Williamsburg Program Plan PY2

1. Public Outreach and Education						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
1.2b	Maintain and enhance HR STORM Website, coordination with other educational programs, and distribution of e-newsletter.	Improve visits and click through rates to industry standard by end of permit cycle	Click through rates as compared to industry standard	HRPDC	Permit Cycle	
1.2c	Ensure distribution of regional environmental tabloid to all 6 <sup>th</sup> graders and teachers' guides to all 6 <sup>th</sup> grade teachers	Develop and Distribute environmental tabloids	Number of tabloids distributed	HRPDC	Permit Cycle	
1.2d	Regional Media Campaign	Participate in the HR STORM regional media campaign which will make impressions with a stormwater message via print, television (local municipal access, cable and local affiliate), and radio with a target of reaching 72% of adults (25-54) three times over.	Demographic, reach and frequency	HR STORM	Annually	
1.2e	"Scoop the Poop" Campaign	Make "Scoop the Poop" information and giveaways available where citizens receive animal licenses and at pet-related events as appropriate.	Number of giveaways distributed	HR Storm Representative	Annually	
1.2f	"Chesapeake Club" Campaign					
	Target Homeowners and Landscapers	Recruit participating landscaping and lawn care companies to participate as a Chesapeake Club partner by offering the Chesapeake Club treatment option at least once during the permit cycle.	List of participating landscaping companies	HR Storm Representative	Permit Cycle	Expected Spring 2010
	Target Restaurant Owners and Patrons	Recruit restaurants to participate as a Chesapeake Club partner, promoting the message of reduced fertilizer use at least once during permit cycle.	List of participating restaurants	HR Storm Representative	Permit Cycle	Expected Spring 2011
1.3	Illicit Discharge Elimination Education	Identify and prioritize education and training needs for city/county employees through the HRPDC Phase II Subcommittee.	Prioritized list of training needs and number of employees that need training.	SW Program Administrator/EMS Team	End of PY1	Completed
1.3a	Educate public employees on hazards and legal implications of illegal discharges and improper disposal of waste.	Conduct 2 trainings per permit cycle	Number of trainings, and # of attendees	HRPDC	Permit Cycle	Scheduled for October 2009
		Ensure at least 20% of appropriate employees attend IDDE training(s) coordinated by the HR PDC.	Number of participants/ Number of identified appropriate employees	SW Program Administrator	Permit Cycle	

## City of Williamsburg Program Plan PY2

1. Public Outreach and Education						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
1.3b	Target local commercial, industrial, and institutional entities likely to have significant stormwater impacts.	Identify and prioritize education needs for businesses, and residential behaviors according to relative risk for producing illicit discharges through the HRPDC Phase II Subcommittee.	List of entities and priorities	SW Program Administrator	Within first 2 years of Permit	
1.3d	Educate homeowners on hazards and legal implications of illegal discharges and improper disposal of waste.	Promote 58-STORM info line for appropriate contacts in each locality for citizens to report illicit discharges.	Number of calls	HRPDC and HR Storm Representative	Post new info in PY1	
		Investigate possibility of regional 800 number for illicit discharge reporting.	Establish regional line/ number of calls	HRPDC Staff	If feasible, establish line in PY2	Under development
1.4	Encourage involvement in local water quality improvement initiatives.					
		Post volunteer opportunities on local website.	Number and types of events	HR Storm Representative	Quarterly	
		Submit articles for HR Green regional e-newsletter for public participation in water quality improvement initiatives.	Number and types of events submitted	HR Storm Representative	Quarterly	
		Post volunteer opportunities through HR STORM and/or HR Green	Number and types of events submitted	HRPDC Environmental Educator	Quarterly	
1.5	Diversify strategies to target local MS4 specific audiences.	Expand fact sheet series	Identify and prioritize targets	HR STORM	PY 2	
1.6	Improve outreach program to address concerns of target audience as well as minorities, disadvantaged audiences, and minors .	Improve outreach to school-aged children	Reprint of HR STORM tabloid size newspaper for elementary schools	HR STORM/ HR Green	PY 1, 3, and 5	Planned for Fall 2009
		Improve outreach to disadvantaged and minority audiences.	Targeted ads through channels such as CW, BET, and urban radio stations.	HR STORM	Annually	
1.7	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section I E of 4VACS0-60-1200	SW Program Administrator	Annually	

## City of Williamsburg Program Plan PY2

2. Public Involvement/Participation						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
2.1	Provide Public Notice of Program Plan and Modifications	Promote the availability of the operator's MS4 Program Plan and any modifications for public review and comment in accordance with public law.	Public notice of modifications.	HR Storm Representative	As necessary	
2.2	Make Program Plan and other Stormwater Program Information Available to Public	Provide the program plan, stormwater annual reports, the stormwater permit, and the stormwater ordinances on the City/County website.	Presence of materials on website	HR Storm Representative	Continuously	
2.3	Participate in local activities to improve water quality	Support VPPSA Household Chemical Collection program. Organize Volunteer group to install drop inlet medallions.	Quantity of chemicals collected. Number of medallions installed.	HR Storm Representative	As appropriate	
2.4	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section I E of 4VACS0-60-1200	SW Program Administrator	Annually	

## City of Williamsburg Program Plan PY2

3. Illicit Discharge Detection and Elimination						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
3.1	Storm Sewer System Map	Map all known outfalls.	Map # of outfalls catalogued	SW Program Administrator/IT Dept.	20% of remaining outfalls annually	
		Map surface waters, and impaired waters. Estimate MS4 acreage discharging to each HUC and impaired water.	Impaired waters; HUCs	SW Program Administrator/IT Dept.	PY1	
3.2	Illicit Discharge Detection & Elimination Ordinance	Continue implementing and enforcing the illicit discharge/stormwater ordinance.	Number of investigations and actions taken	SW Program Administrator/ FD Haz-Mat officer	annually	
3.3	Illicit Discharge Detection & Elimination Procedures	Continue implementing an illicit discharge detection and elimination program for the municipally-owned MS4 within the Urbanized Area.	Develop regionally consistent protocol for responding and investigating IDDE	Phase II SW Committee/ SW Program Administrator	PY1	
		Track illicit discharge detection and elimination activities.	Number of investigations and actions taken	SW Program Administrator/ FD Haz-Mat officer	ongoing	
3.4	Prevent or minimize the discharge of hazardous substances and oil in the MS4 stormwater discharge.	Yard inspections; Develop/enhance reporting relationship with FD/Haz Mat Team; targeted education.	Number of responses/ number of inspections	SW Program Administrator/ FD Haz-Mat officer		



## City of Williamsburg Program Plan PY2

3. Illicit Discharge Detection and Elimination						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
3.5	Cooperation with adjacent MS4s	Identify and notify, in writing, any downstream regulated MS4 to which the small regulated MS4 is physically interconnected of the small regulated MS4's connection to that system.	Develop map, Regional Phase II Stormwater Subcommittee Meetings, letters	SW Program Administrator/ FD Haz-Mat officer	PY1	
3.6	Report all spills that reach state waters to DEQ and DCR					
3.6a	Report non sewer spills and releases from small MS4 operated properties that reach State waters to DEQ.	Report spills to The Department of Environmental Quality's Pollution Response Program (PREP).	Obtain PREP number.	SW Program Administrator/ FD Haz-Mat officer	Report in accordance to Section III. G.	
3.6b	Report Sanitary Sewer Overflows through SSORS database.	Continue to utilize SSORS to report Sanitary Sewer Overflows.	Number of overflows	PU Superintendent	continuously	
3.7	Continue Sanitary Sewer System improvements in coordination with SSO consent order.	Continue to diagnose and correct deficiencies	Number of improvements	SW Program Administrator/ Public Utilities		
3.8	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section I E of 4VAC50-60-1200	SW Program Administrator/ FD Haz-Mat officer	Annually	

# City of Williamsburg Program Plan PY2

4. Construction Site Storm Water Runoff Control						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
4.1	Local Erosion and Sediment Control Ordinance	Continue to implement the site plan review, LID implementation where deemed appropriate, construction site BMP, and inspection provisions of the local Erosion and Sediment Control Ordinance.	# of inspections; # plan reviews, # enforcement actions	E&S Program Administrator	Annually	
		"At a minimum be consistent with the VA ESC Law and regulation"	Soil and Water Conservation Board finding of consistency	E&S Program Administrator	Continuously	
		Continue to receive and respond to information from citizens relating to the local erosion and sediment control program through personal visits, email, telephone, and the City/County web page.	# of calls/requests, #site visits	E&S Program Administrator	Annually	
4.2	VSMP Permits	Continue to direct applicants, proposing to disturb an acre or more of land or part of a larger common plan of development or sale that would disturb one acre or more, or $\geq 2,500$ sq. ft. in CBPA areas to VDCR to secure a VSMP Permit for Discharges of Stormwater from Construction Activities. Ensure permit has been obtained.	# of permit applications and permits issued.	E&S Program Administrator	Continuously	
4.3	Training	Participate in the development of at least one regional contractor training session during the life of the permit.	Trainings Completed	HRPDC & Phase II SW Committee	One per permit cycle	
		Ensure that plan reviewers, inspectors, and program administrators obtain the appropriate certifications as required under the Erosion and Sediment Control Law	Certifications obtained	E&S Program Administrator	Ongoing	

## City of Williamsburg Program Plan PY2

4. Construction Site Storm Water Runoff Control						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
4.4	Tracking and Reporting	Continue to track and report the total number of permitted land disturbing activities as well as the total disturbed acreage.	Number of permits & acres disturbed	E&S Program Administrator	Annually	
4.5	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section I E of 4VAC50-60-1200	SW Program/ ES Program Administrators	Annually	

## City of Williamsburg Program Plan PY2

5. Post Construction Storm Water Management in New Development and Redevelopment						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
5.1	Stormwater Management Ordinance	Continue to implement the stormwater criteria of the Stormwater Management Ordinance for new development and redevelopment, and update ordinance to comply with Section II.5.a of the General Permit.	Ordinance updates	SW Program Administrator		
5.2	Encourage the use of Low-Impact Development (LID)	Encourage the use of LID as appropriate to local/regional conditions.	Conduct LID workshop for Hampton Roads localities	HRPDC	PY2	
5.3	VSMP Permits	Develop fact sheet/checklist to help developers and local staff determine appropriateness of LID for project(s)	Checklist developed	HRPDC & Regional Stormwater Mgt. Committee	PY2	
		Continue to direct applicants, proposing to disturb an acre or more of land or part of a larger common plan of development or sale that would disturb one acre or more, or $\geq 2,500$ sq. ft. in CBPA areas to VDCR to secure a VSMP Permit for Discharges of Stormwater from Construction Activities.	Number of projects	ES Program Administrator		
5.4	BMP Maintenance Agreements	Require BMP maintenance agreements as directed by the Stormwater Management Ordinance.	# of agreements & inspection schedules	SW Program Administrator	Ongoing	
5.5	BMP Maintenance Program	Update mapping of locally owned structural stormwater controls with reference to HUC and any impaired waters in drainage area.	Map	SW Program Administrator	As needed	
		Develop schedules for regular inspection and maintenance of locally owned stormwater control structures in accordance with SWM regulations.	Inspections	SW Program Administrator	Annually	
5.6	Site Inspection and Enforcement	Conduct site inspections	# Inspections & Reinspections; NOV's	SW Program Administrator	As designated	
5.7	BMP Tracking	Track all known permanent stormwater management facilities that discharge to the regulated small MS4 and submit the following information: (a) Type of structural stormwater management facility installed as defined in the Virginia Stormwater Management Handbook; (b) Geographic location (HUC); (c) Where applicable, the impaired surface water that the stormwater management facility is discharging into; (d) Number of acres treated.	# & type of BMP, location, watershed, acres treated, impaired waters	SW Program Administrator	Annually	

## City of Williamsburg Program Plan PY2

5. Post Construction Storm Water Management in New Development and Redevelopment					
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Status
5.8	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section I E of 4VAC50-60-1200	SW Program Administrator	Annually

## City of Williamsburg Program Plan PY2

6. Pollution Prevention/Good Housekeeping for Municipal Operations						
BMP	BMP Description	Measurable Goals	Metric	Responsible Party	Timeline	Status
6.1	Employee Education & Training	Identify and prioritize pollution prevention education and training needs for municipal employees based on relative risk for stormwater pollution from municipal operations through the HRPDC Phase II Subcommittee.	Training Schedule	HRPDC & EMS Team	1 during permit cycle	Complete
		Develop training materials to eliminate illicit discharges from storage yards, fleet or maintenance shops, outdoor storage areas, rest areas, waste transfer stations, and other municipal facilities.	Develop fact sheets	HRPDC	Permit Cycle	Complete
		Educate local government employees on proper techniques for fertilizer and pesticide application.	Develop fact sheets	HRPDC	Permit Cycle	
		Distribute pollution prevention educational materials developed through the HRPDC/HR STORM to municipal employees engaging in operations with a high risk of discharging pollutants into the MS4.	# of items distributed	HRPDC & EMS Team	Annually	
		Participate in at least one regional annual training workshop for municipal employees engaging in operations with a high risk of discharging pollutants into the MS4 coordinated by the HRPDC Phase II Subcommittee.	# employees attending	SW Program Administrator	Annually	
6.2	Spill Prevention & Control Plans	Develop plans describing spill prevention and control procedures for municipal facilities by end of PY 2.	SOP	SW Phase II Subcommittee/ EMS Team	PY2	
		Determine any educational needs for employees and develop appropriate training and/or materials.	Training assessment	SW Ph II Subcommittee	1X per permit cycle	
6.4	Evaluation and Assessment	Evaluate and assess progress towards meeting measurable goals.	In accordance with Section 1 E of 4VAC50-60-1200	SW Program Administrator/ EMS Team	Annually	

FROM THE HOMEFRONT TO THE WATERFRONT



CLEAN WATERWAYS BEGIN WITH YOU

**HAMPTON ROADS REGIONAL  
STORMWATER EDUCATION INITIATIVES**

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ANNUAL REPORT

**Fiscal Year 2009**  
**July 1, 2008 – June 30, 2009**



# HR STORM

## HAMPTON ROADS REGIONAL STORMWATER EDUCATION INITIATIVES

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### EXECUTIVE SUMMARY

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HR STORM, the stormwater education program of the Hampton Roads Planning District Commission (HRPDC), is a coalition of local government staff members who come together to share ideas and pool resources for various educational programs tailored to stormwater management. HR STORM is a subcommittee of the Regional Stormwater Management Committee (RSMC). This committee's focus is to develop and implement successful educational programs promoting stormwater management and pollution prevention throughout the Hampton Roads region. Some of the most recent educational efforts have encouraged watershed-friendly landscaping, proper pet waste management, maintenance of retention ponds (best management practices), and proper disposal methods for household chemicals and lawn and auto maintenance products.

HR STORM educates mainly through its media campaign, because focus group studies have indicated that the media is the most effective way to reach the highly transient Hampton Roads population. Radio, cable, and local television advertisements are the main media sources. Secondary sources are local publications and web advertisements on the media station websites. Using a mix of targeted television, radio, and print advertising, as well as updated website materials, HR STORM continues to provide the region with quality stormwater information.

In fall 2008, HR STORM began mailing "Scoop the Poop" inserts in animal license renewal bills. The effort was successful and an additional 35,000 inserts were ordered. Through this effort, approximately 65,000 Hampton Roads pet owners have received the insert.

Other efforts to educate the public about pollution prevention include an automated InfoLine (58-STORM), an informative website, and participation at area events. The website, [hrstorm.org](http://hrstorm.org), continues to be updated with information for both those inside the water quality industry and general users. Through various local events, HR STORM members were able to interact with the public and distribute educational materials on stormwater pollution prevention techniques.

HR STORM continues to be a regional partner in joint environmental education programming with members of Fat Free Drains (HR FOG), HR CLEAN, and HR WET (Hampton Roads Water Efficiency Team), also referred to as HR Green. Prior to the creation of Fat Free Drains, the group was known as HR<sup>3</sup>. HR CLEAN is the regional committee dedicated to litter reduction and recycling. The Fat Free Drains regional committee works to prevent sanitary sewer overflows and backups caused by fats, oils, and grease improperly entering the sanitary sewer system through drains and grease traps. HR WET promotes water conservation throughout Hampton Roads.

Through participation in the HR Green Mini-Grant program, the committee reaches its goal of educating and raising awareness of pollution prevention and the importance of water quality among the youth of Hampton Roads. In FY09, \$2,041 was awarded to schools and youth groups working on projects related to the missions and goals of HR STORM.

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### FAST POINTS

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- Over 60,000 "Scoop the Poop" inserts were mailed with animal license renewal bills, distributed at Treasurer's Offices, included in local newsletters, and distributed in pet adoption kits.
- HR STORM awarded \$2,041 in mini-grants to fund watershed restoration and soil erosion prevention, reaching over 500 youth.
- An email marketing campaign for the Mini-Grant program dramatically increased applications received.
- The revised online ad campaign topped national averages in click-thru rates (CTR)
- Social media extended the reach of HR STORM messages throughout the year.

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### MEDIA

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The HRPDC, on behalf of HR STORM, contracted with Cox Media, WVEC, WGNT, and Metro Networks for advertising. Through Cox Media, HR STORM ads appeared on channels with high viewership such as the Weather Channel, ESPN2, and national news carriers like CNBC and MSNBC, as well as niche channels such as Home and Garden Television (HGTV). WVEC Channel-13 aired the HR STORM spots during peak viewing times of shows such as *The View*, *Oprah* and *Jeopardy*. Metro Traffic aired spots during different drive times, reminding citizens about the need for proper auto maintenance and disposal of auto related chemicals, as well as of leaves and lawn maintenance, pet waste disposal and more.

HR STORM has begun creating a new television spot through WVEC. The spot will be available in fall 2009 and will educate citizens on the differences between the sanitary sewer and storm sewer systems.

### FY2009 Media Breakdown:

TV and Radio Spots				Web Banner Ads		
MEDIA	ADS	REACH	FREQUENCY	IMPRESSIONS	CLICK - THRU	CTR (Click-Thru Rate)
Cox Cable	248	77.2%	3.1	106,485	100	.09%
MetroTraffic	502	100%	3.4			
WGNT – CW <i>*African-American</i>	31	27.2% 65.5%	2.6 2.4	2,934	5	.17%
WVEC – 13	110	59%	2.93	160,063	120	.07%
Project Green				300,611	164	.05%

The media campaign was created to reflect the demographics of Hampton Roads. According to the Nielsen Norfolk Designated Marketing Area (DMA)®, thirty percent of households are African-American. Thirty percent of WGNT and WVEC viewers and 26% of Cox Media's cable subscribers are African-American. \*Only WGNT was able to provide reach and frequency numbers based on demographic.

### Online Media Campaign

The average click-thru rate (CTR) for an online ad is .02 - .04%. CTR measures the percentage of viewers who click on an ad. After revising the HR STORM banner ad on WVEC with new pictures and text, the banner ad achieved a .07% CTR. This is well-above average and much improved from our previous results of about .02%. These changes were carried over to the online campaigns on other sites. Cox Cable and WGNT achieved a CTR of .09% and .17% respectively. The effort to improve the online campaign was successful and well-worth the time and effort required.

New Online Campaign – The banners rotate one after another to display the full message.

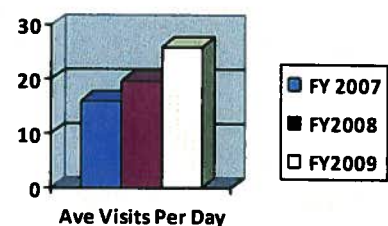


HR Green Tip of the Month for HR STORM – The images rotate and are viewed one at a time from left to right.



WEBSITE: [WWW.HRSTORM.ORG](http://WWW.HRSTORM.ORG)

The HR STORM website is enhanced and updated frequently with information received from members and gathered by staff. From the website, users are able to download the BMP Maintenance Guide, apply for an HR Green Mini-Grant, email local representatives, and learn about stormwater issues. The HRPDC uses the program Webtrends to track the activities of the website as well as users' actions. The web





statistics below reflect data from FY 2009.

**July 1, 2008 – June 30, 2009**

- ❖ Number of Visits – 9,497
- ❖ Average Visits Per Day – 26
- ❖ Direct Traffic – 87%
- ❖ Visitors from USA – 83%

The **number of visits** represents the number of times the site was visited by individual users. If an individual visited six times in the fiscal year, and clicked on ten pages each time, the number of visits counted would be six. Visits by non-humans (spiders, web crawlers, bots, etc.) were removed from the total number of visits. The number of **visits** and the **average visits per day** increased 75% over FY2008. The **direct traffic** represents traffic to the website in which the visitor typed the domain name directly into their browser, or the visitor bookmarked the site. Direct traffic increased by 33% over the previous year.

**Most frequently visited pages:**

1. HR STORM [home page](#) – 6,739
2. Best Management Practices (BMP) [Guide](#) – 1,325
3. Pet Waste Information [Scoop the Poop](#) – 1,052
4. HR STORM [Ads](#) - 938
5. [Mini-Grant Information](#) - 902

**Most frequently downloaded pages:**

1. [Recipes for a Healthy Hampton Roads](#) – 2,331
2. [BMP Guide – Non-Routine](#) – 1,995
3. [We All Live on the Water NIE](#) – 1,558
4. [Poop Fairy Poster](#) – 594
5. [Landscaping Facts](#) – 588

**Most frequently searched keywords:**

1. rain – 400
2. pond, ponds – 298
3. retention – 221
4. maintenance – 208
5. Hampton – 208
6. storm – 198
7. barrel – 190
8. hr storm, hrstorm, [www.hrstorm.org](http://www.hrstorm.org), etc. – 164

The pages most **frequently visited** and **downloaded** correspond to the most frequently used search terms. The information shows visitors have a strong interest in maintaining and caring for retention ponds, preventing pet waste pollution, and creating water-retaining landscaping.

The website will be undergoing a major transformation to better serve the public seeking information provided by HR STORM in Fiscal Year 2010. The committee will work to improve search engine optimization (SEO) to increase traffic from web searches. **The top**

keywords and phrases visitors use to find the HR STORM site indicate visitors are interested in rain barrels, rain events, and retention pond maintenance. Better search engine optimization will increase the likelihood that Hampton Roads residents seeking information on stormwater will find the HR STORM website. The Committee will continue utilizing Web 2.0 social media sites like YouTube and Twitter to draw more traffic to the site. The Committee will also evaluate key terms used in the site to improve search engine optimization and help more users find the HR STORM site.

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### Social Networking

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In July 2008, HR STORM began using social networking tools to reach a wider range of Hampton Roads residents year-round. Ad campaigns on television and the radio are effective, but expensive. To supplement the existing media campaign, and to provide more content to Web users, the HR Green committees began posting items to sites such as YouTube, Twitter, Digg, and Delicious.

#### Delicious

The site allows HR Green to bookmark articles and resources on green and environmental topics important to Hampton Roads. The bookmarks can be shared with other Delicious users. Bookmarks are labeled by topic for easy sorting.

#### Digg/Reddit

News articles and videos on green and environmental topics important to Hampton Roads are “dugg” or “tagged” using the site. The articles are shared with those in HR Green’s network and made available to others.

#### Twitter

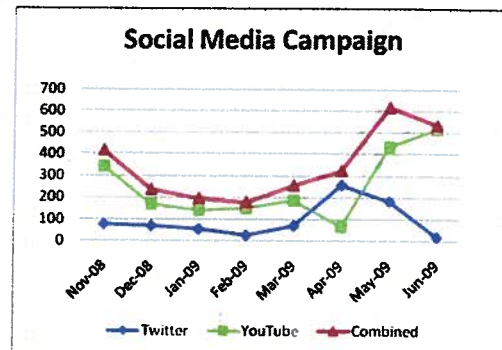
Twitter is a micro-blogging site that allows users to post short messages to followers. Messages can be sent or received using the Internet, the computer desktop, or a cell phone. Individual users choose which micro-bloggers to “follow”, so those receiving the “tweets” have requested to receive messages. HR Green set up an account at [www.twitter.com/HRGreen](http://www.twitter.com/HRGreen) or @HRGreen. Regular messages updating followers about programs, tips, events, and website content are distributed to users. Twitter users are technology savvy, so they regularly follow links in Twitter posts directly to HRPDC sites. Since August 2008, @HRGreen has gained 640 followers. Many of the followers are from the Hampton Roads area. Other local government Twitter accounts also follow @HRGreen, including: @CVB (City of Virginia Beach Convention and Visitors Bureau) and @NorfolkKNB (Keep Norfolk Beautiful).

Through Twitter, HR Green’s followers receive multiple messages per week. @HRGreen has sent out 254 trackable messages resulting in 4910 click-thrus from Twitter to a site link provided. In the third quarter, the average post received 25 click-thrus, directly increasing site traffic to the HR Green websites and the YouTube account. Of those, 930 click-thrus went to HR STORM-related content.

Followers	Tweets	Total Click-Thrus	HR STORM Click-Thrus
640	254	4910	930

## YouTube

HR STORM posted video to YouTube at [www.YouTube.com/HRGreenVA](http://www.YouTube.com/HRGreenVA) and [www.YouTube.com/HRPDC](http://www.YouTube.com/HRPDC). The Scoop the Poop and Chesapeake Club public service announcements drew traffic from YouTube searches, embedded video players on other sites, and other sources. HR STORM videos on YouTube were viewed 2,373 times. Several of the videos were commented on by the public. HRPDC staff responded to the comments as appropriate. YouTube is a free service that allows the committees to provide a visual message to those in Hampton Roads, year-round.



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## INFOLINE: (757) 58-STORM

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The HR STORM InfoLine, which directs callers to local contact numbers, remained on track with last year's call volume. The telephone number is publicized through television and radio spots, as well as displayed on promotional items such as the pet note pads and magnets, key tags, auto funnels, exhibits and banners. The number was also published via Twitter [@HRGreen](https://twitter.com/HRGreen) on several occasions during or before rain events.

FY	CALLS
08	222
09	222

## Examples of Twitter Tweets:

	<b>HRGreen:</b> If you notice flooding or storm drainage problems during the storm, call <b>58-STORM</b> (757) 587-8676. <a href="http://bit.ly/jlC8E">http://bit.ly/jlC8E</a> <a href="#">Reply</a> · <a href="#">View Tweet</a>
	<b>HRGreen:</b> Quick! Pick up your pet's waste before the rain starts. Rain water carries pet waste into the waterways near your home. <a href="http://bit.ly/jkDRQ">http://bit.ly/jkDRQ</a> <a href="#">Reply</a> · <a href="#">View Tweet</a>

Committee members have begun converting 58-STORM to a dual-purpose line providing information on both flooding and reporting of illicit discharges. The new format will be live in FY10.

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## TOPICAL CAMPAIGNS

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Education of local citizens on the need for clean waterways remains a goal of HR STORM. The committee is able to achieve this through a variety of educational programs on topics such as proper disposal of automotive wastes, pet waste, and the maintenance of BMPs.



### **"Scoop the Poop" Animal License Bill Inserts**

In an effort to curb illicit discharge of pet waste, HR STORM members contacted pet owners directly through each locality's animal license renewal bill. Since the campaign began in fall 2008, over 60,000 inserts have been distributed. The bill insert featured the "Scoop the Poop" slogan and Jasper the Dog in keeping with the pet waste campaign. The inserts are also made available at Treasurer's Offices, events and through SPCA adoption packages. The committee plans to revise the insert for fall 2009 and distribute it through the animal license bills again.

### **Storm Drain Markers Group Purchase**

Multiple localities within HR STORM wished to purchase storm drain medallions. Each participating locality purchased medallions with their own funding. The HRPDC coordinated the group purchase to save money. Through this group purchase, 4,925 medallions will be attached to storm drains by volunteers and city workers. Several member localities did not participate because they already had markers in stock.



### **Chesapeake Club Campaign**

The Chesapeake Club is a nutrient reduction campaign and ties into the stormwater permit requirements through its educational and outreach components. The slogan: "Save the Crabs—then Eat 'Em" was coined to help people realize crabs in the Chesapeake Bay are dying due to pollutants. The campaign started in the Washington, D.C. area in 2004 and was expanded to the Richmond and Hampton Roads regions during the spring of 2007. Through a partnership agreement between HRPDC, on behalf of HR STORM, and the Department of Conservation and Recreation (DCR) the campaign made its way to the citizens of Hampton Roads. DCR continued the program through grant funding which covered all media costs associated with running the campaign including television, pre- and post-surveys, and other ads.



This year, DCR had limited funding for the campaign. In FY09, DCR was only able to fund four newspaper ads in the Hampton Roads region. HR STORM spent time considering ways to implement the campaign in FY09 without significant financial resources from DCR. The committee decided to run the ads on municipal cable stations. HR STORM also kept the message in front of residents by linking the Chesapeake Club ads to the [HR Green YouTube](#) site. HR STORM dedicated additional funding to the FY10 campaign. The committee will distribute coasters at restaurants, play the spots on local government stations, and maintain a presence on YouTube. The committee also plans to purchase advertising time through local media outlets.

In the spring of 2009, DCR received a \$500,000 grant to develop a new campaign targeting a different behavior. DCR expects to launch the new campaign in fall 2010 or spring 2011. HR STORM will participate with DCR in the campaign creation.

### Promotional and Exhibit Materials

HRPDC staff and local representatives distribute promotional items for various events and meetings. A number of trainings and regional meetings occurred where material from HR STORM was made available. The HRPDC regularly distributes items to groups for events they hold (such as: The Hampton Roads Alliance for Environmental Education, Dollar Tree, Bank of America, Master Gardeners, 4H, and military bases).

HR STORM also has two freestanding banners and four tablecloths displaying the logo, web address and messages of HR STORM that were purchased to better equip members when exhibiting. The banners display information and tips to prevent stormwater pollution. One references proper pet waste disposal and the other general pollution prevention facts. The tablecloths display two campaigns. One displays the "Poop Fairy" and messages of that campaign and the other displays all of HR STORM's contact information including the web address. Two of each are readily available to all members at each HRPDC office (southside and peninsula). Members continue to keep the banners on display in rotating public places from locality to locality.

The following is a listing of the items distributed by the HRPDC staff. Additional HR STORM promotional items distributed through the HR WET trailer in the 2<sup>nd</sup> half of FY09 are noted.

HR STORM ITEMS DISTRIBUTED July 1 to June 30		
ITEM	FY 2008	FY 2009
BMP Guide	20	2
Chesapeake Club Landscape	300	0
Coasters	9,500	200
Family Activity Booklet	6,653	6,671
Funnels	2,000	2,150
Hurricane Guides	0	580
Key Chains	115	3,176
Landscaping for Waterways	400	0
Mini-Grant Bucks	500	430
NIE - HR Watersheds	380	60
NIE - We All Live on the Water	0	493
Ponchos	240	1,070
Poop Fairy Bill Insert*	0	63,530
Poop Fairy Poster	70	365
Poop Fairy Poster - Laminated	0	404
Protect Water Brochure	116	0
Recipe Booklets	2,366	2,643
Scoop the Poop Magnets	3,290	4,140
Scoop the Poop Notepads	268	1,806
<b>TOTAL</b>	<b>26,418</b>	<b>87,820</b>
From January 1, 2009 to June 30, 2009, 250 funnels and 800 Family Activity Books were distributed through the HR WET trailer.		
*Inserted in most Hampton Roads animal license renewal bills.		

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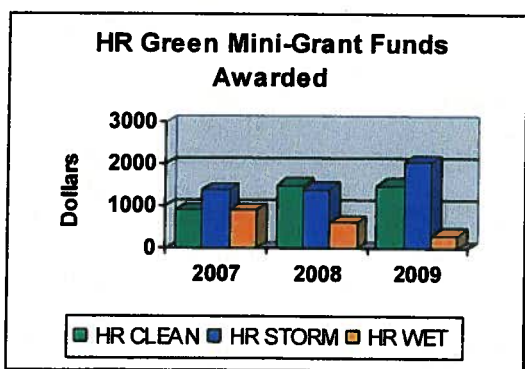
## HR GREEN PARTNERSHIPS

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HR STORM continues to be an active partner with Fat Free Drains (HR FOG), HR CLEAN, and HR WET, the HRPDC's three other environmental education committees. Combined, these four committees form HR Green. By combining messages, the committees are able to save resources by pooling funding for a larger media impact.

**Newspapers in Education (NIE)** – While the copies of the *We All Live on the Water* NIE piece have all been distributed, the publication remains popular. HRPDC staff receives several requests each month for the piece and over 5,000 copies were downloaded from HR Green websites. The piece will be reprinted and distributed to fourth grade students in fall 2009.

**Mini-Grants** – HR Green also offers the region joint programs such as funding through the popular mini-grant program and educational print pieces. With the Mini-Grant Program, schools and youth groups are eligible to receive up to \$500 toward environmental projects that meet the goals of HR CLEAN, Fat Free Drains, HR STORM and HR WET. (HR CLEAN offers up to \$250 per project.)



In FY09, HR Green awarded \$3,841 to 13 different youth groups working on projects related to the missions and goals of the committees. Through participation in the HR Green Mini-Grant program, nearly 3,000 Hampton Roads youth were reached. HR STORM awarded funding to multiple spartina grass planting projects in Chesapeake and a watershed experience trip for English as a Second Language students in York County. They also funded a portion of the Ghent Goes Green project in Norfolk which incorporated rain barrels, erosion control, and litter removal.

**Mini-Grant Email** – The HR Green committees wished to increase applications to the mini-grant program. The committees decided to create an e-newsletter style promotional piece. The piece included information on the Mini-Grant program, descriptions of past projects, and links to the application. HRPDC staff e-mailed the document to 113 contacts, including HR Green members. The HR Green members also forwarded the email to their contacts. Since the email was distributed, applications have increased. In July 2009, five applications were received—the equivalent of the combined July submissions for the previous eight years.

**HR Green Annual Meeting** – Members from all four committees met for an all-day meeting to discuss areas of message crossover and brainstorm ways to work together to improve message reach. The committees decided to purchase reusable bags with the HR Green logo and web address on one side and the four committee logos on the reverse side. The group purchase will reduce the cost of a reusable bag order for all the committees. The reusable bag is particularly relevant to HR STORM as the committee attempts to reduce plastic bags entering the storm drain system.

**Media** – During the past year, momentum has increased to dovetail the committees' messages under the umbrella of HR Green. The work of several of the committees is tied to federal and/or state programmatic and regulatory initiatives, making milestones and measures of success an issue of increased importance. Examples of these requirements include the Regional Special Order by Consent with the Department of Environmental Quality, Virginia Pollutant Discharge Elimination System (VPDES) Permits, HB 1177 (372 Acts of Assembly 2004), enacted by the Virginia General Assembly in 2004, water supply planning requirements as well as various existing and proposed laws on littering and recycling.

To address these concerns and to further develop the transition to the HR Green brand, the committees of HR Green decided to seek outside media and advertising assistance in creating a joint communication plan. The request for proposals will be brought before the Hampton Roads Planning District Commission Board for consideration in September 2009.

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## CONCLUSION

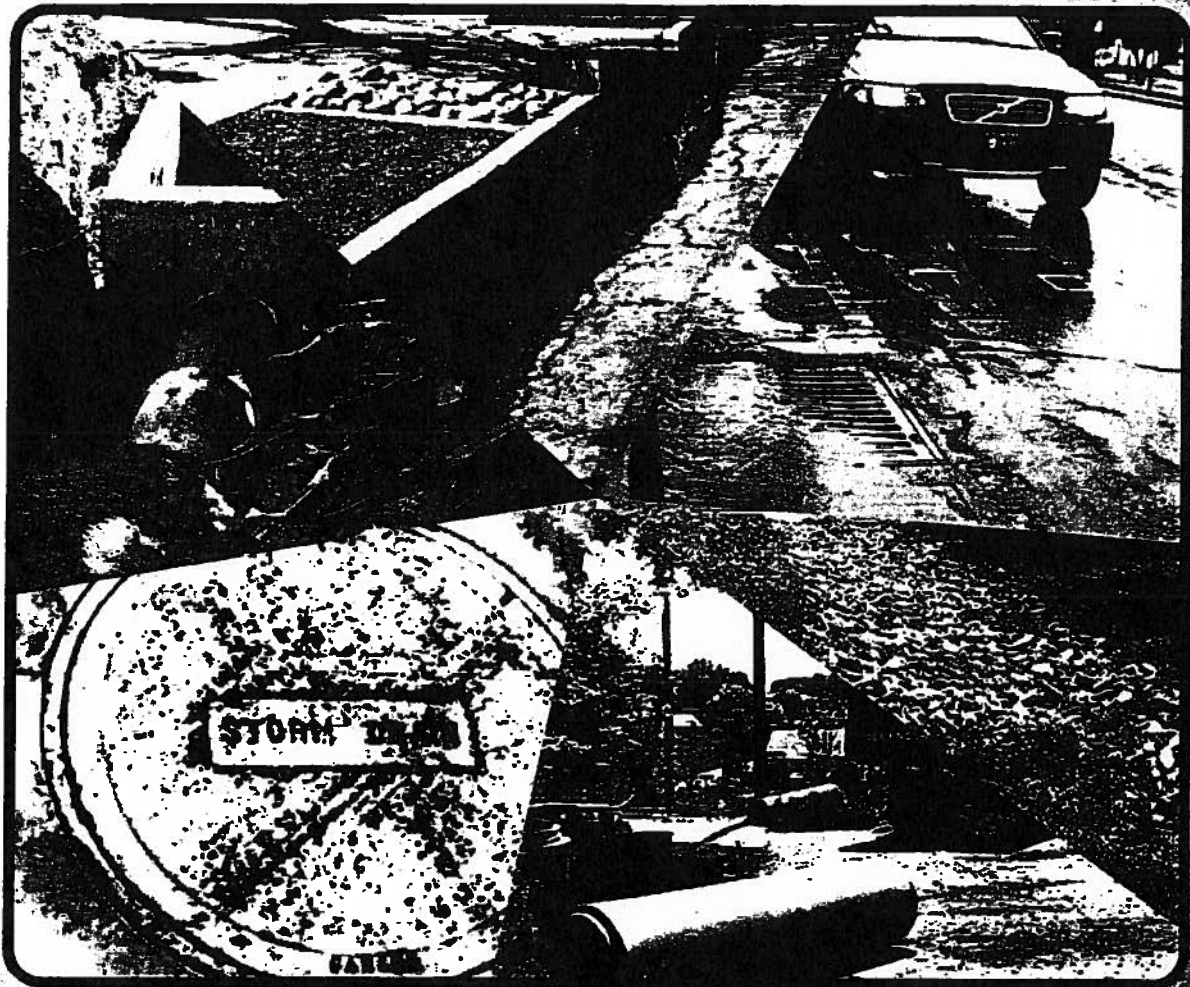
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In conclusion, HR STORM remains focused on the education of all local citizens, including homeowners and businesses, regarding the importance of clean waterways and responsibilities associated with stormwater pollution prevention. Through multifaceted education programs such as the various fact sheets, the NIE in local schools, Chesapeake Club campaign, education about disposal practices available for lawn and automotive maintenance products, proper disposal practices and local codes associated with pet waste, and awareness of residential BMP maintenance, HR STORM will prevail in getting the critical information to the citizens of Hampton Roads. From the homefront to the waterfront, HR STORM is letting everyone know clean waterways begin with each of us.



# Hampton Roads Regional Stormwater Management Program

## Memorandum of Agreement



**MEMORANDUM OF AGREEMENT  
ESTABLISHING THE  
HAMPTON ROADS REGIONAL STORMWATER MANAGEMENT PROGRAM**

**WHEREAS**, Section 15.2-4200 of the Code of Virginia enables local governments to establish Planning District Commissions; and

**WHEREAS**, the sixteen local governments that are signatories to this Agreement have acted, in accordance with Section 15.2-4200 of the Code of Virginia, to establish the Hampton Roads Planning District Commission; and

**WHEREAS**, the Hampton Roads Planning District Commission has been requested and has undertaken various studies to support local government stormwater management programs, including compliance with VSMP Permits; and

**WHEREAS**, the signatory local governments have requested the HRPDC to administer and coordinate a regional stormwater management program on their behalf; and

**WHEREAS**, pursuant to the Clean Water Act, the U .S. Environmental Protection Agency has promulgated implementing regulations, 40 Code of Federal Regulations Part 122, which established the National Pollutant Discharge Elimination System (NPDES) Permits for Municipal Separate Storm Sewer System Discharges; and

**WHEREAS**, pursuant to the Virginia Stormwater Management Act, 10.1-603.1, et. seq. of the Code of Virginia, 1950 As Amended, the Board of Soil and Water Conservation has promulgated implementing regulations 4 VAC 50-60, et. seq., which establish the Virginia Stormwater Management Permit Program (VSMP) requirements that localities obtain VSMP Permits for their Municipal Separate Storm Sewer System (MS4) discharges; and,

**WHEREAS**, the majority of the eighteen signatory local governments are required by their VSMP Permits to conduct certain activities, including reporting on their discharges, conducting public information and education programs, and certain other activities; and

**WHEREAS**, the Water Quality Monitoring and Reporting Act and implementing regulations promulgated by the State Water Control Board establish requirements for the preparation of Total Maximum Daily Load (TMDL) Implementation Plans, which apply to activities conducted by localities in general as well as activities conducted in implementing VSMP MS4 Permit requirements; and,

**WHEREAS**, the Chesapeake Bay Preservation Act and the Virginia Erosion and Sediment Control Law and implementing regulations also establish stormwater management requirements that govern one or more of the eighteen signatory local governments; and,

**WHEREAS**, fifteen Cities and Counties and the Hampton Roads Planning District Commission executed the Memorandum of Agreement Establishing the Hampton

Roads Regional Stormwater Management Program on September 5, 2003 and that Agreement expires on December 31, 2007.

**NOW THEREFORE**, the signatory parties enter into the following Agreement.

This Memorandum of Agreement, entered into this sixth day of March 2008, among and between eighteen cities and counties in Hampton Roads and the HRPDC, establishes and maintains the Hampton Roads Regional Stormwater Management Program.

## **BASIC PREMISES**

All local governments in Hampton Roads operate stormwater management programs.

The Cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth and Virginia Beach received VPDES Permits in 1996. Those permits, which were renewed in 2001, govern the discharges from their MS4 to waters of the State and impose certain operational and reporting requirements on those systems. In 2005, these permits were converted to VSMP Permits. These permits must be renewed on a five (5) year basis and the localities applied for renewed permits in 2005.

The Cities of Poquoson, Suffolk and Williamsburg and the Counties of Gloucester, Isle of Wight, James City, and York were all identified by the U. S. Environmental Protection Agency as requiring VPDES Permits under Phase II of the MS4 Regulations. Those localities that operate municipal separate storm sewer systems (MS4) obtained VPDES Permits in March 2003. Those permits also imposed certain operational and reporting requirements on those systems. In 2005, these permits were converted to VSMP Permits. These permits must be renewed on a five (5) year basis with the next renewal planned for 2007.

Although Gloucester County was initially identified by the U.S. Environmental Protection Agency as requiring a Phase II MS4 Permit, it was subsequently determined that permit coverage for Gloucester County was not required.

The City of Franklin, the Counties of Gloucester, Southampton and Surry and the Towns of Smithfield and Windsor are governed by stormwater management requirements established under the Virginia Stormwater Management Act and the Virginia Erosion and Sediment Control Law. The Chesapeake Bay Preservation Act also governs Gloucester and Surry Counties and the Towns of Smithfield and Windsor.

The City of Franklin and Southampton County are the only Hampton Roads localities that are not required to develop stormwater management programs that meet the minimum requirements established in the Virginia Stormwater Management Act. The Virginia Stormwater Management Act imposes operational and reporting requirements on all localities that are required to implement stormwater management programs.

The aforementioned local governments are interested in managing stormwater in a manner which protects and does not degrade waters of the State and which meets locally established quality of life goals and objectives. The Clean Water Act and the VSMP permits require that stormwater quantity and quality be managed to the

maximum extent practicable.

In carrying out their stormwater management responsibilities, the aforementioned local governments have developed a consensus on regional goals to guide the operation of their stormwater management programs. Initially, approved by the Hampton Roads Planning District Commission at its Executive Committee Meeting of September 15, 1999, they are:

1. Manage stormwater quantity and quality to the Maximum Extent Practicable (MEP)
  - Implement Best Management Practices (BMP) and retrofit flood control projects to provide water quality benefits.
  - Support site planning and plan review activities.
  - Manage pesticide, herbicide and fertilizer applications.
2. Implement public information activities to increase citizen awareness and support for the program.
3. Meet the following needs of citizens:
  - Address flooding and drainage problems.
  - Maintain the stormwater infrastructure.
  - Protect waterways.
  - Provide the appropriate funding for the program.
4. Implement cost-effective and flexible program components.
5. Satisfy VSMP stormwater permit requirements:
  - Enhance erosion and sedimentation control.
  - Manage illicit discharges, spill response, and remediation.

This Agreement establishes the administrative framework, which will be used by the local governments in Hampton Roads to address certain stormwater management requirements under the above-cited state and federal laws and regulations.

Eighteen local governments in the Hampton Roads Region will be participants in and signatories to the Agreement.

#### **HRPDC RESPONSIBILITIES**

The Hampton Roads Planning District Commission will serve as the policy-making body of the Hampton Roads Regional Stormwater Management Program with the concurrence of the signatory local governments.



Under the terms of this Agreement, the HRPDC is responsible for the following:

Establish and provide appropriate technical and logistical support to the Regional Stormwater Management Committee (RSMC), which will be the technical decision-making body of the Hampton Roads Regional Stormwater Management Program. It will provide technical and policy advice to the HRPDC.

Provide the necessary administrative, technical and clerical resources to support all program activities directed by the RSMC in order to ensure that the permit-holding cities and counties meet applicable stormwater management requirements, including the agreed upon provisions of the VSMP Permits.

Prepare, in cooperation with the RSMC, an Annual Work Program and Budget for the Hampton Roads Regional Stormwater Management Program. The Annual Work Program will be incorporated into the HRPDC Unified Planning Work Program and the Annual Budget will be incorporated into the HRPDC Budget.

Assist the signatories in coordinating reporting on stormwater related activities to other state and federal agencies to ensure that program requirements are met in a cost-effective manner, which minimizes duplicative reporting and the administrative burden on the signatories. This assistance will include management of the Permit Administration and Review System (PARS), developed on a cooperative, regional basis. Development of the PARS is scheduled to be completed in 2008.

Conduct a regional stormwater education program. This will include public education activities and may include outreach to specific economic sectors and groups. The Public Information and Education Subcommittee (HR STORM) will be responsible for guiding the development of original materials, including publications, media advertising and promotional items. This may also include development of locality-specific materials or coordination of bulk purchases. The Public Information and Education Subcommittee will advise the RSMC on the educational and outreach components of the Hampton Roads Regional Stormwater Management Program.

Develop and conduct a regional training program for municipal employees, contractors, civic leaders and other interested parties. The training program will emphasize stormwater management, pollution prevention and permit issues.

Respond equitably and in a timely fashion to requests from all signatory local governments for technical assistance. The time frame for responses will be based on experience, the complexity of individual requests and the overall work load of program staff.

Provide other technical support, as requested, to the signatory local governments.

Develop and maintain staff capability to conduct more comprehensive activities, including stormwater discharge impact analyses and modeling in support of local programs.

Upon request from one or more participating localities, conduct technical studies to support compliance by the localities with VSMP Permit requirements and VSMP Program requirements.

Facilitate development of multi-jurisdictional management plans for shared watersheds. This may include conducting necessary technical analyses.

Take steps, in conjunction with the signatory local governments, to obtain financial support for program activities from outside sources, including state, federal and private grants.

Contract with and manage consultants, including both private firms and academic institutions, to support the regional program, including provision of requested services to local governments in excess of the common program elements.

Represent the Program at federal, state, regional and local governmental, civic, professional and political organizations, agencies and committees.

Provide technical and administrative support, as appropriate, to those localities that are required to develop stormwater management programs to meet VSMP requirements, but that are not required to obtain VSMP Permits for their stormwater discharges.

Prepare annual program reports, or components thereof, which comply with the provisions of the individual VSMP Permits and stormwater management programs of the signatory localities. The basis for this reporting will be the Permit Administration and Reporting System (PARS), being developed cooperatively by the signatory localities and the HRPDC. Where appropriate, the Regional Indicators of Stormwater Management Program Effectiveness, developed through the HRPDC in 2000 will also be used.

Facilitate public outreach in support of TMDL Studies being prepared through the Virginia Department of Environmental Quality and facilitate preparation of TMDL Implementation Plans for impaired waters in all localities in the Hampton Roads Region.

Prepare an Annual Report of activities undertaken through the Hampton Roads Stormwater Management program. This report will include summaries of related activities undertaken on a cooperative basis by the signatories.

Coordinate the compilation of regional data for the Annual Reports to the DCR.

### **Regional Phase II Program**

The HRPDC will be responsible for undertaking certain activities to enable localities permitted under Phase II, and participating in the Regional Phase II Program, to comply with the terms of their MS4 Permits. These activities include:

Operate the regional stormwater management and pollution prevention training programs for local government employees. This program will be one element of the local programs to meet the Pollution Prevention/Good Housekeeping for Municipal

Operations Minimum Management Measure and the education component of the Illicit Discharge Detection and Elimination Management Measure.

Operate the stormwater public information and education program. This program will be one element of the local programs to meet the Public Education and Outreach Minimum Management Measure and the education component of the Illicit Discharge Detection and Elimination Management Measure.

Maintain a Best Management Practices (BMP) Tracking System. This system will serve as one element of the local programs to meet the Construction Site Stormwater Runoff Control and Post-Construction Stormwater Management in new Development and Redevelopment Minimum Management Measures. The BMP Tracking System is a component of the Permit Administration and Reporting System.

Maintain an Illicit Discharge Tracking System. This system will serve as one element of the local programs to meet the Illicit Discharge Detection and Elimination Minimum Management Measure. The Illicit Discharge Tracking System is a component of the Permit Administration and Reporting System.

Continue assisting the localities in the preparation of Annual Reports to DCR, using reporting protocols, developed through the Phase II Program and being developed through the Permit Administration and Reporting System. These reports are to be submitted annually to the Department of Conservation and Recreation to satisfy permit requirements.

Assist the localities with MS4 Permits issued under Phase II of the Program with ongoing program development and evaluation and preparation of applications for permit reissuance.

## **LOCAL GOVERNMENT RESPONSIBILITIES**

Under the terms of the Agreement, the signatory local governments are responsible for the following:

Appoint a representative and alternates, as appropriate, to the Regional Stormwater Management Committee.

Appoint a representative and alternates, as appropriate, to the Public Information and Education Subcommittee (HR STORM).

Provide, in a timely fashion, all locally generated data required by their VSMP Permits and such other data as may be necessary to accomplish locally requested services. This may include data necessary to meet the Annual Reporting requirements of other programs.

Provide timely technical review of HRPDC analyses and conclusions.

Provide technical recommendations to local representatives on the HRPDC, the policy-making body of the Hampton Roads Regional Stormwater Management Program (HRPDC).

Participate in regional efforts to conduct public outreach and education activities in support of the state's TMDL Study process and efforts to develop TMDL Implementation Plans for impaired waters lying within the locality or within watersheds that include the locality.

Support HRPDC efforts to obtain additional funding to support the regional program.

Comply with all terms of their VSMP Permits and related program requirements.

In those cases where a locality is not required to obtain a VSMP Permit, comply with all minimum requirements of the Virginia Stormwater Management Program.

Provide annual funding to support the agreed-upon regional program.

#### **ROLE OF THE REGIONAL STORMWATER MANAGEMENT COMMITTEE**

The RSMC will consist of one voting representative of each signatory, appointed by the Chief Administrative Officer of the signatory local government. One or more alternates may be formally designated by the CAO. Generally, the voting representative of each locality will be the VSMP Permit or Program Administrator.

The term of membership on the RSMC will be at the pleasure of the Chief Administrative Officer.

The RSMC may elect a Chairman and Vice-Chairman from among its membership. The HRPDC staff will serve as Secretary for the RSMC.

Ex-officio members of the RSMC will include representatives of the Hampton Roads Sanitation District, U.S. Navy and the Virginia Departments of Environmental Quality, Conservation and Recreation, and Transportation. The RSMC may determine that representatives of other organizations should serve as ex officio members of the Committee.

Generally, the RSMC will operate on a consensus basis. All consideration of and recommendations concerning the Annual Work Program and Budget will require a majority vote of the RSMC membership. Each signatory is entitled to one (1) vote on the RSMC. Approval of the Annual Work Program and Budget may be accomplished through an electronic letter ballot. Following approval of an electronic letter ballot, the RSMC will ratify the letter ballot.

The RSMC will provide technical and policy recommendations to the HRPDC, which is the policy-making body of the Hampton Roads Regional Stormwater Management Program. It will provide day-to day technical guidance on behalf of the signatory local governments to the HRPDC staff.

Various subcommittees may be established by the RSMC to facilitate operation of the Hampton Roads Regional Stormwater Management Program. The Public Information

and Education Subcommittee (HR STORM) is a standing subcommittee of the RSMC. The Phase I Subcommittee and the Phase II Subcommittee are standing committees of the RSMC.

## **METHOD OF FINANCING**

Program costs will be allocated on a pro-rata basis among the local governments. There will be a base buy-in per participating local government with the balance of annual costs allocated according to a formula reflecting the local share of regional population. Formula details will be developed by the RSMC and approved by the HRPDC with the concurrence of the signatory local governments. The most current estimate of population developed by the Weldon Cooper Center for Public Service/Virginia Employment Commission, will be used as the population base for allocating program costs. Local contributions may be adjusted on an annual basis to reflect program experience and projected program expenditures necessary to satisfy permit requirements and local needs.

Individual local governments may request specific services from the HRPDC, which are in excess of the program elements common to all participants. The cost of such services will be borne by the requesting locality or localities.

When appropriate, financial support from other entities, such as state and federal agencies, and the private sector, will be sought and obtained to support the activities of the Hampton Roads Regional Stormwater Management Program.

## **AVAILABILITY OF FUNDS**

Performance by the HRPDC of its responsibilities under this Agreement is subject to the availability of funding from the signatory local governments. Failure of the local governments to provide the necessary funding to support these activities will constitute a Notice to Modify or Terminate the Agreement.

## **MODIFICATIONS**

Modifications to this Memorandum of Agreement must be submitted in writing, recommended for approval by the Regional Stormwater Management Committee, approved by the Hampton Roads Planning District Commission, and accepted by all signatories.

## **DURATION AND TERMINATION**

This Agreement will have a term of five and one-half years, extending from the date of full execution of the renewed Agreement by the signatories or January 1, 2008, whichever occurs last through June 30, 2013. To conform to local government charter and Virginia Code requirements, the funding provisions of this Agreement will be subject to annual appropriations.

No later than January 1, 2013, the signatories will institute a formal reevaluation of the Hampton Roads Regional Stormwater Management Program. This reevaluation will serve as the basis for appropriate modification of the Agreement and the Hampton Roads Regional Stormwater Management Program.

Any signatory may terminate its participation in the Hampton Roads Regional Stormwater Management Program by written Notice To Terminate to all other parties. Such termination will be effective with the start of the following Fiscal Year. Depending upon the terms of individual VSMP Permits, termination of participation in the Hampton Roads Regional Stormwater Management Program in the middle of a permit term may result in changes to permit conditions and require renegotiation of the individual locality's VSMP Permit from the state (Virginia Department of Conservation and Recreation).

#### **OWNERSHIP OF PROPERTY**

It is not the intent of the signatories that the Memorandum of Agreement will result in the purchase, ownership, leasing, holding or conveying of any real property.

#### **INDEMNITY**

It is the intent of the signatories that no signatory will be held liable for any damage or associated penalties caused by or associated with the failure of any other signatory to discharge its duties or to exercise due diligence in discharging its duties under this Agreement, and that no signatory, by entering this Agreement, waives any defenses or immunities available to it at law, including, but not limited to, those set forth in Section 15.2-970 of the Code of Virginia.

It is the intent of the signatories that no signatory will be held liable for any damage or associated penalties caused by or associated with the failure of any other signatory to comply with the terms and conditions of the signatory's VSMP Permit.

## **LIST OF SIGNATORIES**

Signature pages will be signed in counterparts.

CITY OF CHESAPEAKE

CITY OF FRANKLIN

GLOUCESTER COUNTY

CITY OF HAMPTON

ISLE OF WIGHT COUNTY

JAMES CITY COUNTY

CITY OF NEWPORT NEWS

CITY OF NORFOLK

CITY OF POQUOSON

CITY OF PORTSMOUTH

SOUTHAMPTON COUNTY

CITY OF SUFFOLK

SURRY COUNTY

CITY OF VIRGINIA BEACH

CITY OF WILLIAMSBURG

YORK COUNTY

TOWN OF SMITHFIELD

TOWM OF WINDSOR

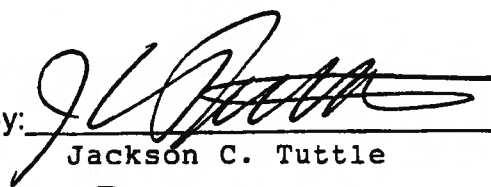
HAMPTON ROADS PLANNING DISTRICT COMMISSION

This listing of participants will be followed by individual signature pages




IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF WILLIAMSBURG

By:   
Jackson C. Tuttle

Date: December 14, 2007

Attest:   
Date: December 14, 2007

IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF CHESAPEAKE

By: 

Date: 12/20/07

Date: 1/8/08

Attest: 

IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF FRANKLIN

By: 

Date: 12-7-07

Date: 12/7/07

Attest: Eric M. Turner

**IN WITNESS THEREOF**, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

GLOUCESTER COUNTY

By: Win [Signature]

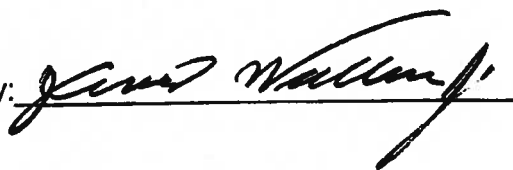
Date: 11/30/07

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

**IN WITNESS THEREOF**, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF HAMPTON

By: 

Date: 12/20/07

Date: 12/27/07

Attest: 

IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

ISLE OF WIGHT COUNTY

By: W. T. Doughton, Jr.  
Date: December 17, 2007

Date: 12/17/07

Attest: Carey Mills Storm

Approved as to form:

A. Paul Burton  
A. Paul Burton  
Interim County Attorney



ALC <sup>12/17</sup>  
JAC

IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

JAMES CITY COUNTY

By: Sanford D. Deane

Date: 12/6/07

Date: 12/6/07

Attest: Michelle Smith

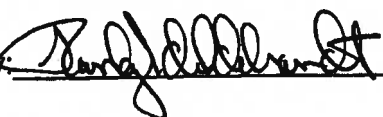
RECEIVED

DEC 14 2007

HRPDC

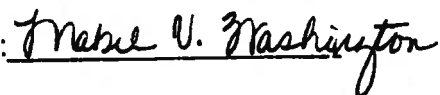
IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF NEWPORT NEWS

By: 

Date: 01/2/08

Date: 1-16-2008

Attest: 

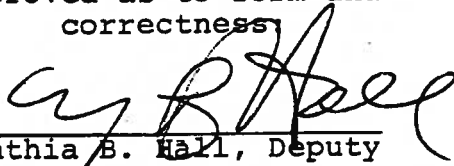
APPROVED AS TO  
FORM

  
CITY ATTORNEY

IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF NORFOLK

Approved as to form and  
correctness

  
Cynthia B. Hall, Deputy  
City Attorney

By: 

Date: 12/31/07

Date: 3-6-08

Attest: 

**IN WITNESS THEREOF**, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF POQUOSON

By: Chad W. R.

Date: 11/28/07

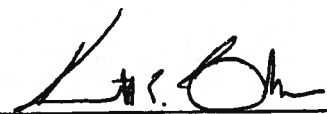
Date: 11/28/07

Attest: Victoria A. Deago

**IN WITNESS THEREOF**, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF PORTSMOUTH

By: \_\_\_\_\_



Date: \_\_\_\_\_

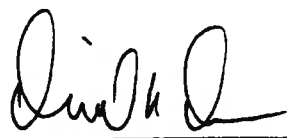
11-29-07

Date: \_\_\_\_\_

Attest: \_\_\_\_\_


IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

SOUTHAMPTON COUNTY

By: 

Date: DECEMBER 18, 2007

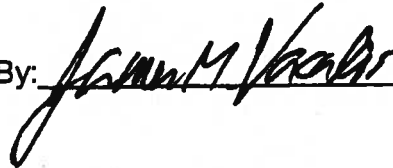
Date: December 18, 2007

Attest: 



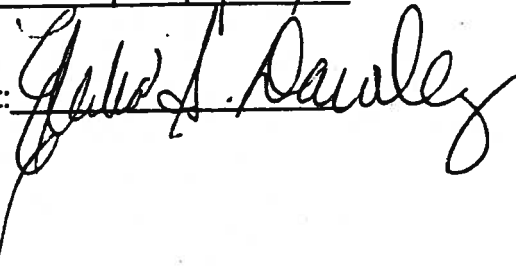
IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF SUFFOLK

By: 

Date: 12/19/07

Date: 12/21/07

Attest: 

IN WITNESS THEROF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

SURRY COUNTY

By: 

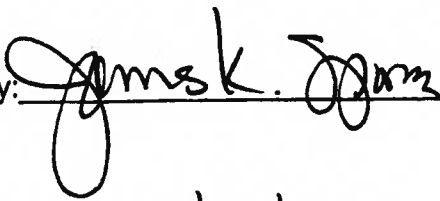
Date: 2-20-08

Date: 2/20/08

Attest: 

**IN WITNESS THEREOF**, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

CITY OF VIRGINIA BEACH

By: 

Date: 11/28/07

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

IN WITNESS THEREOF, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

YORK COUNTY

By: \_\_\_\_\_

Date: 12-28-07

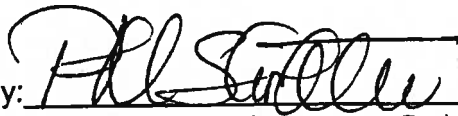
Date: 12-28-07

Attest: Dorothy A. Vance

Approved as to form:  
\_\_\_\_\_  
County Attorney

**IN WITNESS THEREOF**, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

TOWN OF SMITHFIELD

By:   
PETER M. STEPHENSON  
TOWN MANAGER

Date: DECEMBER 4, 2007

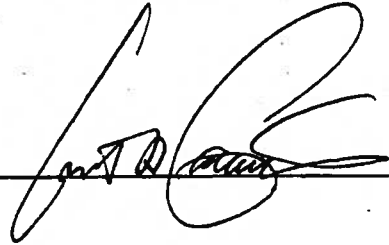
Date: 12/4/07

Attest: Sharon L. Thomas

**IN WITNESS THEREOF**, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

TOWN OF WINDSOR

By: \_\_\_\_\_



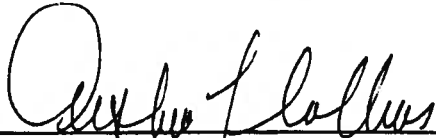
Date: 11/27/07

Date: 11/27/07

Attest: Jerry B. Whitehead

**IN WITNESS THEREOF**, the Chief Administrative Officer of the local governments and the Executive Director of the Hampton Roads Planning District Commission hereby execute this Agreement.

**HAMPTON ROADS PLANNING  
DISTRICT COMMISSION**

By: 

Date: 3/6/08

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

**REGIONAL COOPERATION IN STORMWATER MANAGEMENT**

**FISCAL YEAR 2008-2009**

**A STATUS REPORT**

**This report was included in the HRPDC Work Program  
for FY 2009-2010, approved by the Commission at its**

**Prepared by the staff of the  
Hampton Roads Planning District Commission  
in cooperation with the  
Regional Stormwater Management Committee**

**September 2009**



## **REPORT DOCUMENTATION**

**TITLE:**

**Regional Cooperation in Stormwater  
Management Fiscal Year 2008-2009:  
A Status Report**

**REPORT DATE****GRANT/SPONSORING AGENCY  
LOCAL FUNDS****AUTHOR:**

Julia B. Hillegass

**ORGANIZATION NAME,  
ADDRESS AND TELEPHONE**

Hampton Roads Planning  
District Commission  
723 Woodlake Drive  
Chesapeake, Virginia 23320  
(757) 420-8300  
<http://www.hrpdc.org>

**ABSTRACT**

This document describes cooperative activities related to stormwater management undertaken by Hampton Roads local governments during Fiscal Year 2008-2009. Activities described include the Regional Information Exchange Process, Public Information and Education, Legislative and Regulatory Issues, Cooperative Regional Studies and Related Programs and Projects in which the localities participate. One of a series of Annual Reports, this document is used by the region's twelve localities with stormwater permits to assist them in meeting their permit requirements.

**ACKNOWLEDGMENTS**

The Hampton Roads Planning District Commission, in cooperation with the Regional Stormwater Management Committee, prepared this report.

Preparation of this report was included in the HRPDC Unified Planning Work Program for FY 2009-2010, approved by the Commission at its Executive Committee Meeting of.

The sixteen member local governments through the HRPDC Regional Stormwater Management Program provided funding.

## **INTRODUCTION**

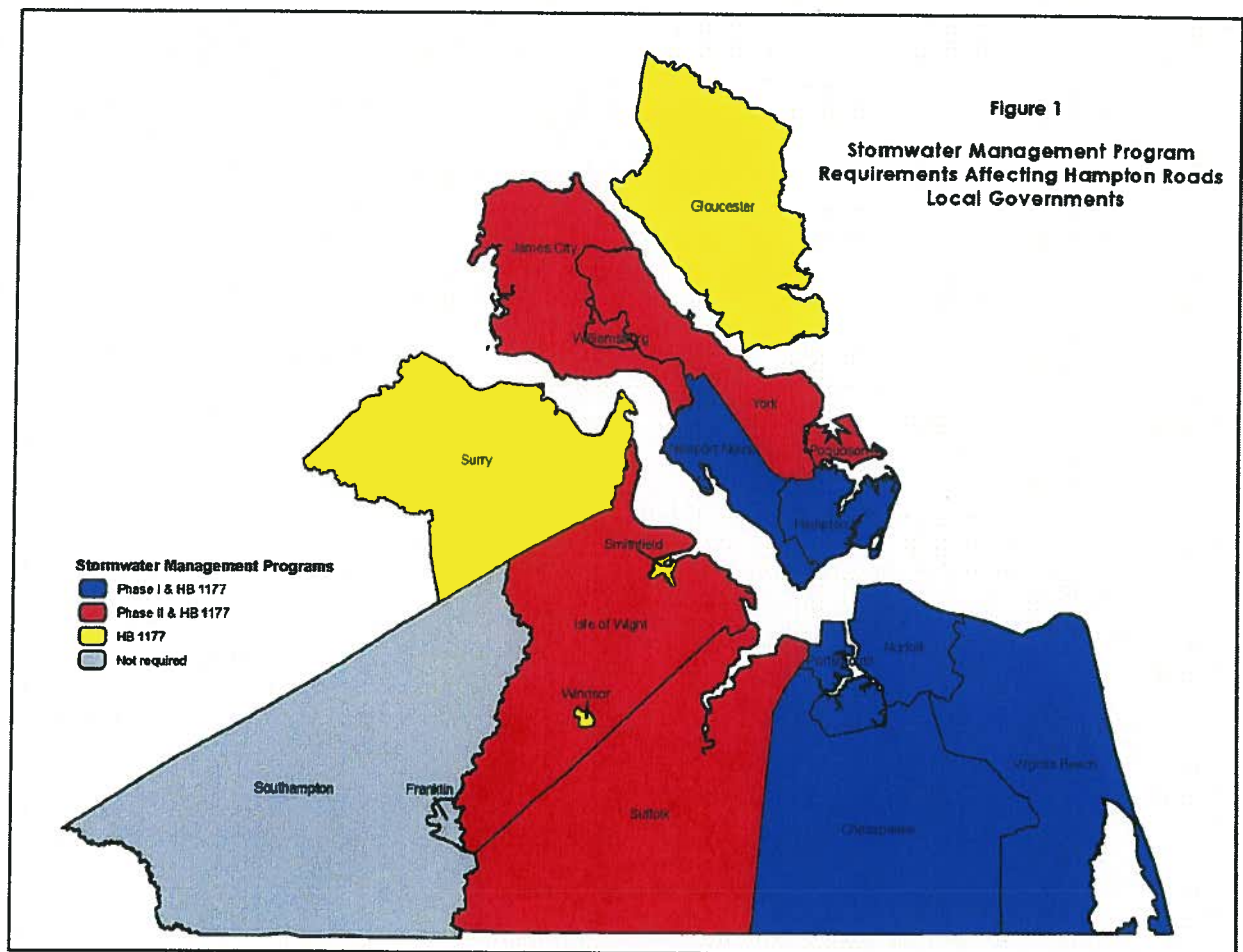
Working through the Hampton Roads Planning District Commission, the region's sixteen member cities and counties cooperated on a variety of stormwater management activities during Fiscal Year 2008-2009. This cooperative effort has been underway as a formal adjunct to the Virginia Pollutant Discharge Elimination System Permits (VPDES) for Municipal Separate Storm Sewer Systems (MS4) held by the Cities of Chesapeake, Hampton, Newport News, Norfolk, Portsmouth and Virginia Beach since Fiscal Year 1995-1996. Cooperative activities documented in this report represent a continuation of an ongoing effort, which has involved concerted activity since 1992.

## **REGIONAL STORMWATER MANAGEMENT PROGRAM GOALS**

The HRPDC and the Regional Stormwater Management Committee undertook a comprehensive effort in FY 1998-1999, called the Regional Loading Study. This effort was completed in September 1999. The project included development by the RSMC of a set of regional stormwater management goals to guide the regional program. The goals were presented to and adopted by the HRPDC at its Executive Committee Meeting in September 1999. They were reaffirmed in the January 2003 approval of the "Memorandum of Agreement Establishing the Hampton Roads Regional Stormwater Management Program." The adopted Regional Stormwater Management Program Goals, which guide the regional program, are:

- Manage stormwater quantity and quality to the maximum extent practicable (MEP).
  - Implement BMPs and retrofit flood control projects to provide water quality benefits.
  - Support site planning and plan review activities.
  - Manage pesticide, herbicide and fertilizer applications.
- Implement public information activities to increase citizen awareness and support for the program.
- Meet the following needs of citizens:
  - Address flooding and drainage problems.
  - Maintain the stormwater infrastructure.
  - Protect waterways.
  - Provide the appropriate funding for the program.
- Implement cost-effective and flexible program components.
- Satisfy VPDES stormwater permit requirements.
  - Enhance erosion and sedimentation control.

- Manage illicit discharges, spill response, and remediation.



## **THE REGIONAL PROGRAM**

The HRPDC Regional Stormwater Management Committee (RSMC) recommended during FY 1995-1996 that a formal regional program be established at the HRPDC, to be funded by the participating member localities for an initial period of up to three years. The program, established in July 1996, initially focused on activities that supported the permit compliance efforts of the six communities with Phase I VPDES Stormwater System Permits, technical assistance to the region's non-permitted communities and regional education and training to support all of the communities. Development and refinement of the regional program is a cooperative venture between the HRPDC staff and the Regional Stormwater Management Committee. The Regional Program is evaluated annually by the RSMC.

## **PHASE I LOCALITIES**

The efforts of the Phase I localities this year have centered on negotiating new permit conditions, as well as following the development of changes to the Virginia Stormwater Management Regulations. This intensive rule-making process has involved the work of various state-coordinated Technical Advisory Committees (TACs), in which several committee members and HRPDC staff have participated. In addition, a series of meetings between all of the Hampton Roads Phase I permitted localities, DCR and EPA has been the focus of much work of the committee and staff. Key permit issues have been resolved, while others remain under discussion. It is anticipated that a final draft permit will be promulgated by the end of calendar year 2009.

## **PHASE II LOCALITIES**

In late 1999, the U.S. Environmental Protection Agency promulgated the final Phase II Stormwater Permit Regulations. To facilitate review of the regulations, the HRPDC staff prepared a Review and Summary of the Regulations. That review summarized regulatory requirements, highlighted differences between the Phase I and Phase II regulations, noted potential issues that needed to be considered by the Phase II localities in determining their response to the regulations and suggested alternative approaches by which the region's localities could meet the new requirements in a collaborative fashion. That report served as the basis for the region's six Phase II localities moving forward in a cooperative fashion to address the Phase II Permit requirements.

The localities that are covered under Phase II of the Permit Program requested that the HRPDC facilitate a joint approach to development of their permit reapplications and stormwater management program plans, where applicable. Through this cooperative effort, the HRPDC developed a regionally consistent stormwater management program in cooperation with the affected localities. Reapplications for permits based on this program were developed and submitted to DCR. Ongoing

activities under the Phase II Permits are addressing program development and implementation in a cooperative fashion.

## **INFORMATION EXCHANGE**

The cornerstone of the Regional Stormwater Management Committee's activities continues to be the exchange of information. This is accomplished through regular monthly meetings to address topics of regional importance, as well as crosscutting issues that affect local stormwater, planning, public works and public utilities staff. In addition, various agencies and organizations utilize this regional forum to engage and inform local governments, as well as to gather feedback.

### **Monthly Meetings**

The sixteen communities are represented on the HRPDC Regional Stormwater Management Committee, which meets monthly. These monthly meetings provide an opportunity to exchange information about successful stormwater management techniques, program activities, utility structures and policies, and a myriad of related environmental issues. Cooperating agencies such as DCR, VDOT, HRSD and the US Navy regularly participate in these meetings.

The monthly meetings provide a forum for exchange of information and coordination among the permitted communities, while providing educational background and preparation for staff from the non-permitted localities. Several related state programs, including those implementing the Virginia Stormwater Management Act, Erosion and Sediment Control Law, and Chesapeake Bay Preservation Act, as well as the evolving Chesapeake Bay Program water quality studies, including Tributary Strategies and the delisting of the Bay and its Tributaries as "impaired waters," govern all of the localities. Increasingly, the region's localities are affected by and involved in the state's TMDL (Total Maximum Daily Load) Studies and Implementation Plan processes. Issues associated with these programs are also addressed during the monthly meetings.

During FY 2008-2009, representatives of the Regional Stormwater Management Committee participated with representatives of the other HRPDC Environmental Committees, in assisting the HRPDC staff to design its comprehensive work program. The HRPDC work program continues to include a strategic planning initiative, identified previously as a high priority activity by this group. The Committee continued the long-term effort to better integrate the various reporting requirements associated with the state's stormwater management programs and to explore institutional approaches to further enhance the region's environmental planning and management programs.

## **State and Federal Agency Program Briefings**

Representatives of state and federal agencies frequently brief the Committee on developing issues, regulatory guidance and technical programs. During the year, the Committee was briefed regularly by representatives of the Virginia Department of Conservation and Recreation (DCR) on state initiatives related to the Virginia Stormwater Management Regulations, by representatives of the DCR Division of Chesapeake Bay Local Assistance on various aspects of the CBPA Regulations and associated guidance, by staff from DEQ and the Virginia Marine Resources Commission (VMRC) on state wetlands program requirements, by DEQ staff on the TMDL process and by staff from DCR and DEQ concerning the Chesapeake Bay Program Tributary Strategies' efforts.

The ongoing activities of both the York River Watershed Council and the Lower James River (Hampton Roads) Watershed Roundtable in support of the Tributary Strategies program and related water quality initiatives were discussed. The Watershed Roundtable approach is Virginia's preferred approach to nonpoint source pollution management. All members of the RSMC participate in the Roundtables, along with representatives from other local government departments, regional and state agencies, Soil and Water Conservation Districts and private organizations.

A comprehensive stormwater program matrix, including Phase I and Phase II communities, was developed which addresses both utility and programmatic issues. Staff endeavors to keep this information as up to date as possible.

## **PUBLIC EDUCATION**

### **HR STORM**

To support development and operation of the stormwater education program, a Public Information and Education Subcommittee consisting of local stormwater education/public information staff was established in 1997. The regional stormwater education program is known as HR STORM. The Public Information and Education Subcommittee (HR STORM) was established during FY 1997-1998 and meets on a monthly basis. The HR STORM Program and its accomplishments for the year are summarized in the HR STORM Program Report for Fiscal Year 2008-2009.

Program funding supports, in part, HRPDC staff members, who also coordinate the region's water conservation education program (HR WET), the regional litter control and recycling education program (HR CLEAN), the regional wastewater (fats, oil and grease) educational program (HR FOG), as well as other regional environmental education, public information and training programs. The HRPDC staff is facilitating a number of cooperative ventures among these programs, which serve to enhance the effectiveness of all of them. These joint ventures have come to be known as HR Green. In FY 2009-2010, an RFP will be circulated for consultant services in how to more effectively integrate the various educational messages.

## TRAINING

Since 2004, the HRPDC staff has worked with the six Phase II communities to develop and conduct training programs for local government staff. These programs are designed to assist the localities in meeting the Good Housekeeping Management Measure. Program topics are reviewed and prioritized annually by the Phase II Subcommittee. The HRPDC staff coordinated the logistical and technical aspects of two regional training seminars on the topic of general pollution prevention for all aspects of government facilities. Over 60 local government staff members received the training and each locality was given a copy of the training module to add to their training library.

### Phase II Stormwater Training Topics

Topic	Last offered	Previous dates	Scheduled
Fleet Maintenance	Mar-05		
Landscaping	Mar-06		
IDDE	Feb-08	May-07	Oct-09
General Pollution Prevention	Feb-09	Mar-04	
Parks & Open Space Mgt.			

Note: Training topics are reviewed and prioritized at least twice during the permit cycle. Topics were reviewed and prioritized most recently at the July 2008 Ph II meeting, as documented in the meeting summary kept on file at the HRPDC.

## LEGISLATIVE & REGULATORY MONITORING

This element of the program involves monitoring of state and federal legislative and regulatory activities that may impact local stormwater management programs. Based on this monitoring activity, the HRPDC staff develops briefing materials for use by the localities, including consideration by the governing bodies. As appropriate, the HRPDC staff in cooperation with the Committee develops consensus positions for consideration by the Commission and local governments. The level of effort devoted to this element has increased significantly over the past four years. During FY 2008-2009, the regional emphasis was continued participation in the evolving regulatory stormwater program of the Department of Conservation and Recreation, associated guidance and

pending regulations governing local stormwater management programs, permits for construction activities and permit fees.

The HRPDC staff participated on or monitored a variety of state Technical Advisory Committees (TACs) on behalf of localities impacted by various aspects of the Virginia Stormwater Management Program. Most recently, staff was appointed to serve on the state BMP Clearinghouse TAC. This TAC was developed to review protocol for proprietary BMP pollutant removal efficiencies, and is a result of a similar regional effort explored by the HRPDC. State testing and review protocol are currently in development, with recommendations from the TAC requiring approval by the SWCB.

Staff and local governments attended meetings of the Virginia Soil and Water Conservation Board and DCR public hearings to provide comment and hear community input into the regulatory process. The HRPDC Commissioners were provided periodic updates on the process, as developments warranted.

## **REGIONAL STUDIES**

### **Extreme BMP Makeover**

HRPDC staff has assisted the Center for Watershed Protection with the Extreme BMP Makeover Project. The project involves a broad partnership between Virginia DCR, five early adopter communities and project partners with coordination and technical support provided by the Center for Watershed Protection.

The project emphasizes the measurement and tracking of increased nutrient reduction by local communities at the site level through enhanced design of stormwater BMPs. While more accurate nutrient tracking systems will be developed as a central element of the project, conservative initial computations suggest the project has significant nutrient reduction potential.

### **Bacteria Source Tracking**

Preliminary work was developed for a regional bacteria source tracking study. Top researchers will verify tracking protocol for the region to identify whether the bacteria sources are human, wildlife or domesticated animals. This information will enable future efforts to minimize bacteria in area waterways to be more effectively targeted.

## **TECHNICAL ASSISTANCE**

The HRPDC continues to serve as a clearinghouse for technical assistance to the localities, as well as a point of contact in arranging short-term assistance from one locality to another. The HRPDC Committee process also provides a forum, allowing



state regulatory agency staff to meet with the region's localities to discuss evolving stormwater management and other environmental regulations. Comprehensive technical data and information is maintained in the HRPDC library for use by the participating localities as well as the public. In addition, the HRPDC staff provides technical information and advice to all of the participating localities on a wide variety of issues upon request. This past year, the HRPDC staff drafted a stormwater management program for the Town of Windsor. The HRPDC is also frequently requested by localities from other parts of Virginia and adjacent states for assistance due to its experience with stormwater management programs in Hampton Roads.

### **MEMORANDUM OF AGREEMENT**

The Regional Stormwater Management Program was established in 1996 as a formal program of the Hampton Roads Planning District Commission with support and participation from the sixteen member local governments. Due to increasing dependency upon the HRPDC to fulfill various permit requirements for both Phase I and Phase II localities, the HRPDC staff and RSMC developed a Memorandum of Agreement (MOA), formalizing the existing regional program, while providing a structure for future program evolution and regional cooperation. The MOA outlines the basic regulatory and programmatic premises for the cooperative program, incorporating the Regional Program Goals, outlined in the preceding section. It establishes a division of program responsibilities among the HRPDC and the participating localities and establishes the role and responsibilities of the Regional Stormwater Management Committee. It formalizes the traditional method of allocating program costs, addresses questions of legal liability for program implementation and includes other general provisions. During this fiscal year, the MOA was reauthorized by the signatories.

### **PERMIT ADMINISTRATION AND REPORTING SYSTEM (PARS)**

In an effort to streamline reporting and capture data more effectively for local governments, the twelve permitted localities have pooled resources to develop the Permit Administration and Reporting System, or PARS. Based on local needs and anticipated Phase I permit requirements, as well as changes in the state stormwater management regulations, the region has contracted with URS Corporation to develop a web-based data tracking and reporting system. The first modules of the system are already being utilized by local governments to catalog development sites and their associated best management practices (BMPs). The system will assist localities in capturing inspections information, as well as collecting documentation for future inspections or enforcement actions. In addition, localities can use the site to catalog stormwater outfalls, document illicit discharge investigations and record public education information. Users can then query a variety of reports to satisfy the reporting requirements of their stormwater permits. Future modules will be developed as more details of the state regulations and Phase I permits are finalized. It is anticipated that this system will serve as a model for statewide compliance.

## **RELATED PROGRAMS AND PROJECTS**

In various combinations, the twelve (12) MS4 communities, as well as their non-permitted counterpart communities, in Hampton Roads participate in a wide variety of related programs. These programs are noted here because of their relationship with stormwater management.

### **Chesapeake Bay Program**

Over the past several years, the Hampton Roads Region has devoted considerable attention to the ongoing Chesapeake Bay Program (CBP). To facilitate local government participation in Chesapeake Bay Program activities, the HRPDC staff has actively participated, on behalf of the localities, in a number of CBP initiatives. HRPDC staff and RSMC members have participated in the deliberations of many CBP Committees and Work Groups dealing with urban stormwater, land development, watershed planning, land use development, modeling and local government's role in the Bay Program.

### **Chesapeake Bay Preservation Act Program**

Fourteen of the sixteen member localities, including the six cities with Phase I MS4 Permits and the six localities with Phase II MS4 Permits, continue to implement programs in response to the Virginia Chesapeake Bay Preservation Act. Stormwater management is one component of those programs. Although the CBPA is not formally part of the multi-state Chesapeake Bay Program, described above, it serves as one element of local government implementation actions to comply with their MS4 Permits and to meet the goals of the Bay Program. Through the HRPDC Chesapeake Bay Committee, which also involves the region's non-permitted communities, staff members responsible for implementation of that program share information on successful program activities. These efforts are closely coordinated with the Regional Stormwater Management Committee. Routinely, the two Committees, meet jointly to address technical and regulatory issues of common concern.

### **Water Supply Planning**

Beginning with the drought of 2002, the Department of Environmental Quality embarked on an intensive effort to develop regulations governing water supply planning and permitting. Much of this effort was directed by legislation enacted by the Virginia General Assembly in 2003. Through the HRPDC Directors of Utilities Committee, the HRPDC and sixteen localities were heavily involved in these efforts. The HRPDC, as recommended by the Committee, adopted a formal position in support of the water supply planning regulations as finally proposed. These Regulations, governing local and regional water supply planning, became effective in late 2005. The region was also heavily involved in the effort beginning in FY 2003-2004 to develop modifications to the Virginia Water Protection Permit Regulations as they apply to water supply projects. Those regulations became final in early 2006.

Beginning in late Fall 2005, the HRPDC Directors of Utilities Committee began discussions on possible approaches to meeting the planning requirements in a cooperative, regional fashion. With a small grant from DEQ, the HRPDC staff and Utilities Committee have developed a framework for accomplishing development of a regional water supply and educational materials on the state planning requirements. Work continues on the regional water supply plan, with anticipated completion by 2011.

### **Water Quality Management Planning**

Under the Clean Water Act, state legislation, water quality management planning regulations and a consent order involving the Commonwealth of Virginia and the federal government, the state is proceeding with development of a substantial number of TMDL (Total Maximum Daily Load) Studies and subsequent development of TMDL Implementation Plans. This work follows from the classification of the waters by the state as meeting or failing to meet water quality standards. Water bodies that fail to meet water quality standards are classified as "impaired," triggering the requirement to prepare the TMDL study. Once a TMDL Study is completed, state law requires the development of an Implementation Plan, which will restore water quality in the water body to a level that meets water quality standards.

The HRPDC staff has coordinated regional involvement in the "impaired waters" listing process. This has entailed providing opportunities through the Joint Environmental Committee for education of local government staff on the TMDL process, development of technical comments on the "impaired waters" list and response to the development of TMDLs themselves.

The HRPDC staff is currently working with the region's other localities in participating in TMDL studies for approximately twenty watersheds. To assist the region's localities in addressing this requirement and ensuring that Implementation Plans are consistent with the ability of the localities to implement the recommendations, the HRPDC staff is working with DEQ to devise a cooperative regional partnership to coordinate the TMDL study process with the localities and to develop the required Implementation Plans. This initiative became increasingly important during FY 2008-2009, as TMDLs will have significant impacts on stormwater permits.

### **Sanitary Sewer Overflows**

In late 2004, the HRPDC staff began implementing an electronic reporting and record keeping system known as the Sanitary Sewer Overflow Reporting System (SSORS). This system is considered to be a model and HRPDC staff has provided informational briefings and presentations on this system to a variety of agencies across the state. SSORS enables localities to communicate information about sanitary sewer overflows across departmental lines, allowing for easier reporting. SSORS was the basis for the creation of PARS

Work is continues under the Regional Special Order by Consent with DEQ, thirteen local governments, HRSD and HRPDC. The Order established the framework for sewer system evaluation, flow monitoring, determination of allowable levels of infiltration/inflow, system modeling, and the appropriate balance between system and treatment capacity and collection systems.

As a part of this effort, the regional fats, oils and grease abatement program (HR FOG) was invigorated. A variety of materials for restaurants and residents has been developed to inform the public of proper FOG disposal methods. This is relevant to the stormwater program because of the potential for illicit discharges into the stormwater system.

## **CONCLUSION**

Through the Hampton Roads Planning District Commission, the sixteen localities of Hampton Roads have established a comprehensive Regional Stormwater Management Program. This program provides technical assistance, coordination, comprehensive technical studies and policy analyses and stormwater education, supporting both permitted and non-permitted localities alike. The Regional Stormwater Management Program enables the region's localities to participate actively and effectively in state and federal regulatory matters. It has enhanced the ability of the twelve localities with VPDES Permits for their Municipal Separate Storm Sewer Systems to comply with permit requirements. Their long history of participating in the Regional Stormwater Management Program, enhanced the efforts by the localities that obtained Phase II MS4 Permits in 2003 to move forward cooperatively with permit applications and program development. In fact, their participation in the regional program over the past decade led to the establishment of the cooperative Phase II Permit component of the regional program.

Since the HRPDC staff also coordinates a number of other regional environmental initiatives, the program allows for effective coordination and regional balancing of the various activities. This characteristic of the regional programs facilitated efforts, which began during FY 2002-2003, by representatives of the RSMC, Directors of Utilities and Hampton Roads Chesapeake Bay Committees and the regional wastewater and solid waste management agencies to address a number of environmental funding and regulatory issues of common interest. On several occasions over the last several years, the HRPDC formally endorsed recommendations developed through this coordinated initiative on state water quality and technology standards, funding guidelines, implementation strategies, as well as on state legislation addressing funding needs for water quality improvement programs.

The Regional Stormwater Management Program provides a mechanism through which the strengths of the sixteen local stormwater programs can be mutually supportive. It allows for cost-effective compliance with permit requirements, resolution of citizen concerns with stormwater drainage and water quality matters, and achievement of improved environmental quality throughout the Hampton Roads Region.

## Meeting Attendance FY 08-09

Meeting Dates	7/18/2008 HR STORM Meeting	7/24/2008 Ph II Meeting	8/15/08 HR STORM Meeting	8/21/2008 Ph II Meeting	9/19/08 HR STORM Meeting	10/17/08 HR STORM Meeting	10/30/2008 Ph II Meeting	11/21/08 HR STORM Meeting	11/25/2008 Ph II Meeting	12/11/2008 Ph II Meeting	1/9/09 HR STORM Meeting	2/18/09 Training	2/19/09 Training	2/20/09 HR STORM Meeting	3/19/2009 Ph II Meeting	3/26/09 HR Green Meeting	4/17/09 HR STORM Meeting	6/19/09 HR STORM Meeting	6/25/2009 Ph II Meeting
Phase II Permitted Localities:																			
Isle of Wight County																			
James City County																			
Poquoson																			
Suffolk																			
Williamsburg																			
York Co.																			

Note: There were no HR STORM meetings for Dec. 2008 or May 2009. The March HR Green Meeting was in lieu of the regularly scheduled HR STORM meeting.

## Phase II Stormwater Training Topics

Topic	Last offered	Previous date	Scheduled
Fleet Maintenance	Mar-05		
Landscaping	Mar-06		
IDDE	Feb-08	May-07	Oct-09
General Pollution Prevention	Feb-09	Mar-04	
Parks & Open Space Mgt.			

Note: Training topics are reviewed and prioritized at least twice during the permit cycle. Topics were reviewed and prioritized most recently at the July 2008 Ph II meeting, as documented in the meeting summary kept on file at the HRPDC.





**Appendix 2 is Vacant**



**City of Williamsburg**

**Attachment for Item 4. Impaired Waters Information**

**VSMP General Permit Registration Statement For Stormwater Discharges  
From Small Municipal Separate Storm Sewer Systems [VAR04]**

1. Queen's Creek (HUC YO67)  
1288.11 acres within the City of Williamsburg drain into Queen's Creek. According to the City's 2006 Comprehensive Plan, land uses within this watershed include General Commercial (3.70 acres), Corridor Commercial (182.64 acres), Colonial Williamsburg Historic Area (116.60 acres), Colonial Williamsburg Support (229.68 acres), Downtown Commercial (23.51 acres), Downtown Residential (2.65 acres), Mixed Use (14.38 acres), High Density Multifamily Residential (74.80 acres), Medium Density Multifamily Residential (38.23 acres), Office (12.62 acres), Parks, Parkway, Recreation (68.91 acres), Public and Semi-Public (33.05 acres), RR ROW (38.59 acres), Sensitive Environmental Area and Chesapeake Bay Preservation Areas (217.52 acres), Low Density Single Family Detached Residential (216.88 acres), Medium Density Single Family Detached Residential (12.86 acres), William and Mary (1.49 acres).
2. Powhatan Creek (HUC JL31)  
348.07 acres within the City of Williamsburg drain into Powhatan Creek. According to the City's 2006 Comprehensive Plan, land uses within this watershed include Corridor Commercial (71.36 acres), High Density Multifamily Residential (21.27 acres), Medium Density Multifamily Residential (2.03 acres), Parks, Parkway, Recreation (25.19 acres), Public and Semi-Public (18.27 acres), RR ROW (2.22 acres), Sensitive Environmental Area and Chesapeake Bay Preservation Areas (12.90 acres), Low Density Single Family Detached Residential (192.32 acres), William and Mary (2.51 acres).
3. College Creek (HUC JL34)  
3986.7 acres within the City of Williamsburg drain into College Creek. According to the City's 2006 Comprehensive Plan, land uses within this watershed include General Commercial (111.38 acres), Corridor Commercial (24.38 acres), Colonial Williamsburg Historic Area (133.84 acres), Colonial Williamsburg Support (99.56 acres), Downtown Commercial (25.86 acres), Downtown Residential (7.33 acres), Economic Development (271.71 acres), Mixed Use (28.59 acres), High Density Multifamily Residential (43.24 acres), Medium Density Multifamily Residential (57.90 acres), Office (21.04 acres), Parks, Parkway, Recreation (580.63 acres), Public and Semi-Public (85.54 acres), RR ROW (6.46 acres), Sensitive Environmental Area and Chesapeake Bay Preservation Areas (988.76 acres), Low Density Single Family Detached Residential (650.92 acres), Medium Density

#### **Item 4. Impaired Waters Information (cont)**

Single Family Detached Residential (149.25 acres), William and Mary (700.31 acres).

**4. Mill Creek (HUC JL33)**

23.84 acres within the City of Williamsburg drain into Mill Creek. According to the City's 2006 Comprehensive Plan, land uses within this watershed include Corridor Commercial (3.05 acres), Mixed Use (1.36 acres), High Density Multifamily Residential (2.79 acres), Office (3.97 acres), Public and Semi-Public (4.51 acres), Medium Density Single Family Detached Residential (4.18 acres), William and Mary (3.98 acres).



## CITY OF WILLIAMSBURG

*Public Works & Utilities Department*

---

June 30, 2009

Mr. Daryl Cook, P.E.  
County Engineer  
James City County  
101 Mounts Bay Rd.  
Williamsburg, Va. 23185

Dear Mr. Cook:

Pursuant to the Virginia General Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (4VAC50-60-1240 Sec. II.B.3.g), this letter serves as notification of the City of Williamsburg's upstream physical interconnectivity to James City County's stormwater system. Specifically, outfalls located in the Mill Creek (HUC JL33), Powhatan Creek (HUC JL31), and College Creek (HUC JL34) watersheds discharge into James City County's system.

Should you have specific questions about outfall locations or MS4 program activities within these watersheds, please contact me.

Sincerely,

Stephen R. Martin, P.E.  
City Engineer



**CITY OF WILLIAMSBURG**  
*Public Works & Utilities Department*

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June 30, 2009

Ms. Constance Bennett, P.E.  
Chief Stormwater Division  
York County  
P.O. Box 532  
Yorktown, Va. 23690

Dear Ms. Bennett:

Pursuant to the Virginia General Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (4VAC50-60-1240 Sec. II.B.3.g), this letter serves as notification of the City of Williamsburg's upstream physical interconnectivity to York County's stormwater system. Specifically, outfalls located in the Queen's Creek (HUC YO67) watershed discharge into York County's system.

Should you have specific questions about outfall locations or MS4 program activities within this watershed, please contact me.

Sincerely,

Stephen R. Martin, P.E.  
City Engineer



## CITY OF WILLIAMSBURG

*Public Works & Utilities Department*

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June 30, 2009

Mr. Todd Halacy, P.E.  
Residency Administrator  
VDOT  
4451 Ironbound Rd.  
Williamsburg, Va. 23188

Dear Mr. Halacy:

Pursuant to the Virginia General Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (4VAC50-60-1240 Sec. II.B.3.g), this letter serves as notification of the City of Williamsburg's upstream physical interconnectivity to VDOT's stormwater system. Specifically, outfalls located in the Queen's Creek (HUC YO67), Mill Creek (HUC JL33), Powhatan Creek (HUC JL31), and College Creek (HUC JL34) watersheds discharge into the VDOT system.

Should you have specific questions about outfall locations or MS4 program activities within these watersheds, please contact me.

Sincerely,

Stephen R. Martin, P.E.  
City Engineer





L. Preston Bryant, Jr.  
Secretary of Natural  
Resources



Joseph H. Maroon  
Director

**COMMONWEALTH of VIRGINIA**  
**DEPARTMENT OF CONSERVATION AND RECREATION**

203 Governor Street, Suite 206  
Richmond, Virginia 23219  
Phone: (804) 786-2064 Fax: (804) 786-1798

March 26, 2008

Mr. Jack Tuttle  
City Manager  
City of Williamsburg  
401 Lafayette Street  
Williamsburg, Virginia 23185-3617

Re: City of Williamsburg's Erosion and Sediment Control Program

Dear Mr. Tuttle:

In response to information presented to the Virginia Soil and Water Conservation Board by the Department of Conservation and Recreation staff, the Board approved the following motion:

"The Virginia Soil and Water Conservation Board commends the City of Williamsburg for successfully improving the City's Erosion and Sediment Control Program to become fully consistent with the requirements of the Virginia Erosion and Sediment Control Law and Regulations, thereby providing better protection for Virginia's soil and water resources."

We congratulate the City of Williamsburg on this substantial accomplishment and recognize the City's efforts to proactively protect Virginia's soil and water resources through implementation of effective erosion and sediment control.

Sincerely

A handwritten signature in black ink, reading "Joseph H. Maroon".

Joseph H. Maroon  
Director

cc: ✓ Stanley Skinner, City of Williamsburg Erosion and Sediment Control Program  
Administrator  
Robert Bennett, DCR Tappahannock Regional Manager  
Michael Vanlandingham, DCR Stormwater Compliance Specialist



**COMMONWEALTH OF  
VIRGINIA**

Soil and Water Conservation Board  
203 Governor Street, Suite 206, Richmond,  
Virginia 23219  
Telephone (804) 786-2064



**COMBINED ADMINISTRATOR**

Expires  
11/30/2010

**STANLEY SKINNER**

Certificate Number  
437



*Jack E. Frye*  
Director  
Division of Soil & Water Conservation



**COMMONWEALTH OF VIRGINIA**  
Soil and Water Conservation Board  
203 Governor Street, Suite 206  
Richmond, Virginia 23219  
Telephone (804) 786-2064



**COMBINED ADMINISTRATOR**

Expires  
11/30/2010

**STANLEY SKINNER**

Certificate  
437

*Joseph H. Maroon*  
Secretary of the Board

*David L. Moyer*  
Chairman of the Board

COMMONWEALTH OF VIRGINIA  
Soil and Water Conservation Board  
203 Governor Street, Suite 206, Richmond, Virginia 23219  
Telephone: (804) 371-7533

EROSION AND SEDIMENT CONTROL



Hampton, VA 23664

EXPIRES  
5/31/10

CERTIFICATE NUMBER  
3665



*Jack E. Frye*  
Director  
Division of Soil & Water Conservation

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If your personal information such as name or address changes, please fill out the requested information on the back of your certificate and mail it to the address shown to help us keep your file up to date. Failure to do so may cause a delay in receiving important information.

If you have any questions regarding your certification, you may contact DCR at (804) 371-7533 for assistance.

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Telephone: (804) 371-7533



Expires  
5/31/10

Erosion and Sediment Control  
Inspector  
Carl Jones

Cert #  
3665

COMMONWEALTH OF VIRGINIA  
Soil and Water Conservation Board  
203 Governor Street, Suite 206  
Richmond, Virginia 23219  
Telephone: (804) 371-7533



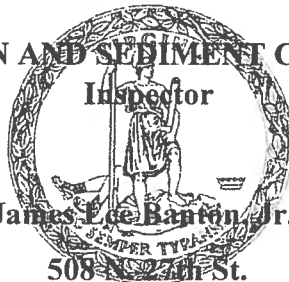
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COMMONWEALTH OF VIRGINIA  
Soil and Water Conservation Board  
203 Governor Street, Suite 206, Richmond, Virginia 23219  
Telephone: (804) 371-7533

EROSION AND SEDIMENT CONTROL



James Lee Banton, Jr.

508 N. 7th St.

Richmond, VA 23223

EXPIRES

5/31/10

CERTIFICATE NUMBER

3626



Department of Conservation & Recreation  
CONSERVING VIRGINIA'S NATURAL AND RECREATIONAL RESOURCES

*Jack E. Frye*

Director

Division of Soil & Water Conservation

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COMMONWEALTH OF VIRGINIA

Soil and Water Conservation Board  
203 Governor Street, Suite 206  
Richmond, Virginia 23219  
Telephone: (804) 371-7533

EROSION AND SEDIMENT CONTROL

Inspector

Expires

5/31/10

James Lee Banton, Jr.

Cert #

3626

COMMONWEALTH OF VIRGINIA

Soil and Water Conservation Board  
203 Governor Street, Suite 206  
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EROSION AND SEDIMENT CONTROL

Inspector

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COMMONWEALTH OF VIRGINIA  
Soil and Water Conservation Board  
203 Governor Street, Suite 206, Richmond, Virginia 23219  
Telephone: (804) 371-7533

EROSION AND SEDIMENT CONTROL



Inspector  
**John Herbert Street**

109 Smokehouse Lane  
Williamsburg, VA 23185

EXPIRES

11/30/10

CERTIFICATE NUMBER

3776



Department of Conservation & Recreation  
CONSERVING VIRGINIA'S NATURAL AND RECREATIONAL RESOURCES

*Jack E. Frye*  
Director

Division of Soil & Water Conservation

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Erosion and Sediment Control

Expires

11/30/10

Cert #

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COMMONWEALTH OF VIRGINIA  
Soil and Water Conservation Board  
203 Governor Street, Suite 206  
Richmond, Virginia 23219  
Telephone: (804) 371-7533



Erosion and Sediment Control

Expires

11/30/10

Cert #

3776



**City of Williamsburg**  
**Stormwater Management Facility Inspection Info June 30, 2009**

Permittee	Site	SWMF ID	Inspection Note	Original Inspection Date	InspectorName	Follow-up Action Required	DCR Classification
Williamsburg	BERKELEY MIDDLE SCHOOL ADDITION	J23	Mailed to Ed Qualtrough of Building Services on 1/29/09.	1/19/2009	Bob DeBellis	No	Detention Basin
Williamsburg	BERKELEY MIDDLE SCHOOL ADDITION	J22	Mailed to Ed Qualtrough of Building Services on 1/29/09.	1/19/2009	Bob DeBellis	No	Extended Detention Basin
Williamsburg	BRISTOL COMMONS	J28	Mailed to Ann Ingram of Chesapeake Bay Management Inc. on 1/29/09.	1/19/2009	Bob DeBellis	No	Retention Basin
Williamsburg	CHESAPEAKE BANK	J41	Mailed to the maintenance department of Cheasapeake Bank on 1/30/09.	1/22/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	CHRISTIAN SCIENTIST READING ROOM	J14	Mailed to the Trustees of First Church Christ Scientist on 1/29/09.	1/19/2009	Bob DeBellis	No	Detention Basin
Williamsburg	CLAIBORNE CONDOMINIUMS	J37	Mailed to Gina Combs of Community Group on 1/26/09.	1/19/2009	Bob DeBellis	Yes	Retention Basin
Williamsburg	CROWN STATION	J2	Mailed to Jeff Bucaro of Petroleum Marketing Investment Group on 1/26/09.	1/19/2009	Bob DeBellis	No	Detention Basin
Williamsburg	CWF - GREEN COURSE	J3	Mailed to Rick Viancour of The Golden Horseshoe Green Course on 2/09/09.	2/6/2009	Bob DeBellis	Yes	Constructed Stormwater Wetland
Williamsburg	CWF-VISITOR CENTER EXPANSION	Y8	Mailed to Robert Ramey of Colonial Williamsburg on 2/05/09.	1/23/2009	Bob DeBellis	Yes	Retention Basin
Williamsburg	CWF-WEST WAREHOUSE PARKING EXPANSION	Y1	Mailed to Ernest Clements of Colonial Williamsburg Foundation on 2/05/09.	1/23/2009	Bob DeBellis	Yes	General Infiltration Practices
Williamsburg	FOOD LION EXPANSION	J15	Mailed to Donna Earnhart of DLC Management Corp. on 1/26/09.	1/19/2009	Bob DeBellis	No	Extended Detention Basin
Williamsburg	HAMPTON INN & SUITES	Y14	Mailed to Capitol Landing Hotel Associates, LLC on 2/05/09.	1/23/2009	Bob DeBellis	No	Detention Basin
Williamsburg	HAYNES POND	Y10	City owned Retention Basin.	1/19/2009	Bob DeBellis	No	Retention Basin
Williamsburg	HOLIDAY INN EXPRESS	J32	Mailed to Mike Childress of LTD Management Co. Inc. on 1/30/09.	1/22/2009	Bob DeBellis	No	Detention Basin
Williamsburg	HOLLY HILLS CARRIAGE HOMES	J24	Mailed to Pamela Legere of Carriage Homes HOA on 1/29/09.	1/19/2009	Bob DeBellis	No	Retention Basin
Williamsburg	ITC OFFICE PARK	J16	Mailed to John Van Kniest of ITC Developements, LLC on 1/29/09.	1/19/2009	Bob DeBellis	No	Detention Basin
Williamsburg	JIFFY LUBE	Y6	Mailed to Jiffy Williamsburg, LLC in Virginia Beach on 2/4/09.	1/23/2009	Bob Debellis	No	Detention Basin
Williamsburg	MATTHEW WHALEY SCHOOL	Y5	Mailed to Ed Qualtrough of Building Services on 1/30/09.	1/22/2009	Bob DeBellis	No	Detention Basin
Williamsburg	NASSAU MEADOW	Y13	Mailed to Robert Ramey of Colonial Williamsburg Foundation on 2/05/09.	1/23/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	NATIONAL CENTER FOR STATE COURTS	J29	Mailed to Hank Heidt of The National Center for State Courts on 1/30/09.	1/22/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	PARKWAY WAREHOUSES	Y2	Mailed to Mike Duedash of Brooks Real Estate on 1/30/09.	1/22/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	PENSKE MAINTENANCE FACILITY	J35	Mailed to Kurt Reis- Weber of Colonial Williamsburg Foundation on 1/30/09.	1/22/2009	Bob DeBellis	No	Retention Basin

City of Williamsburg  
Stormwater Management Facility Inspection Info June 30, 2009

Number Of Reinspections	Last Reinspection Date	SwmfInspectionId	Forbay	Inlets	Outlets	Principal Spillway	Emergency Spillway
0		251	NA	Sat	Sat	Sat	Sat
0		252	NA	Sat	Sat	Sat	Sat
0		250	NA	Sat	Sat	Sat	Sat
1	5/20/2009	284	NA	Sat	Sat	Sat	Sat
0		249	NA	Sat	Sat	Sat	NA
1	3/23/2009	242	NA	Sat	Unsat - Fill hole along standpipe and eliminate the source of.	Sat	Sat
0		241	NA	Sat	Sat	NA	NA
1	8/7/2009	354	Sat	Sat	Unsat - EXPOSE STANDPIPE DEWATERING PIPE AND BACK FILL WITH COARSE STONE. RESTABILIZE ERODED AREA AT RIP RAP OUTFALL. PREVENT UNDERMINING OF PIPE.	Sat	Sat
1	5/5/2009	341	NA	Unsat - Reset pushed rip rap at inlet. Remove fallen trees and bamboo from rip rap inlet channel.	Unsat - Remove all debris on outfall structure.	Sat	Sat
1	6/23/2009	344	NA	Sat	NA	Sat	NA
0		240	Sat	Sat	Sat	Sat	Sat
0		350	NA	Sat	Sat	Sat	Sat
0		275	NA	Sat	Sat	Sat	Sat
0		267	NA	Sat	Sat	Sat	NA
0		254	NA	Sat	Sat	Sat	Sat
0		253	NA	Sat	Sat	Sat	NA
0		313	NA	Sat	Sat	Sat	Sat
0		280	NA	Sat	Sat	Sat	NA
1	5/5/2009	349	Sat	Sat	Unsat - Remove debris from stand pipe trash rack.	Sat	Sat
1		282	NA	Sat	Sat	Sat	NA
1	3/27/2009	281	NA	Unsat - Remove sapling growing along inlet flared end section.	Sat	Sat	Sat
0		276	Sat	Sat	Sat	Sat	Sat



City of Williamsburg  
Stormwater Management Facility Inspection Info June 30, 2009

Basin Botton and Side Slopes	Safty Devices	Embankments	Structual Components	Media	Routine Maintenance
Sat	NA	Sat	Sat		Sat
Sat	Sat - Gate left open.	Sat	Sat		Sat
Sat	NA	Sat	Sat		Sat
NA	NA	NA	Sat		Unsat - Routinely remove debris from structure to prevent clogging of orifice.
Sat	NA	Sat	Sat		Sat
Sat	NA	Unsat - Fill sinkhole where conduit to fountain was buried.	Sat		Sat - Remove debris from trash rack routinely.
Sat	Sat	Sat	Sat		Sat - Routinely remove trash and debris from basin
Unsat - LARGE DEPOSIT OF SEDIMENT IN BASIN BOTTOM.	NA	Sat	Sat		Unsat - REMOVE ALL FALLEN TREES AND LIMBS IN BASIN, ON DAM AND AT OUTFALL RIP RAP AREA.
Sat	NA	Sat	Sat		Unsat - Routinely remove debris from trash rack after storms.
	NA	Unsat - Sand piles are eroding and migrating through the parking lot to infiltration trench.	Unsat - Clear timber border and prevent vehicles from parking or driving on infiltration trench.	Unsat - Remove accumulated sand and debris / replace with clean media.	Unsat - Routinely remove any debris or sand accumulatiing on infiltration trench.
Sat	NA	Sat	Sat		Sat - Routinely remove trash in basin and on embankments.
Sat	NA	NA - Parking Lot	Sat		Sat
Sat	NA	Sat	Sat		Sat
NA	NA	Sat	Sat		Sat
Sat	NA	Sat	Sat		Sat
Sat	NA	Sat	Sat		Sat
NA - Parking Lot	NA	NA - Parking Lot	Sat		Sat
Sat	NA	Sat	Sat		Sat
Unsat - Remove weeds and briar bushes accumulating around pond edge.	NA	Unsat - Remove woody vegation from detention area in front of dam.	Sat		Unsat - Routinely remove debris from trash rack and fallen branches from basin area.
NA	Sat	NA	Sat		Unsat - Routine cleaning of the parking lot can reduce the accumulation of debris in detention basin.
Sat	NA	Unsat - Fill holes by inlet and eliminate source.	Sat		Sat
Sat	Sat	Sat	Sat		Sat

City of Williamsburg  
Stormwater Management Facility Inspection Info June 30, 2009

Condition of Aquatic Environment	Vegetation	Storage Volume	Debris / Sediment Accumulation	Standing Water
NA	Sat	Sat	Sat	Sat
NA	Sat	Sat	Sat	Sat
Sat	Sat	Sat	Sat	Sat
NA	NA	Sat	Unsat - Remove debris from structure to unclog orifice.	Sat
NA	Sat	Sat	Sat	Sat
Sat	Sat	Sat	Sat	Sat
NA	Sat	Sat	Sat	Sat
NA	Sat	Unsat - STORAGE VOLUME SIGNIFICANTLY REDUCED DUE TO BUILT UP SEDIMENTS AND DEBRIS.	Unsat - DREDGE THE LOWER AREA OF BASIN OF SEDIMENT. APPROXIMATELY FOUR FEET OF SEDIMENTS AND DEBRIS WERE MEASURED AT STANDPIPE.	Sat - NOT AT TIME OF INSPECTION.
Sat	Unsat - Weed eat entire dam from pond to outfall rip rap.	Sat	Unsat - Remove all debris on outfall structure.	Sat
	NA - Parking Lot	Unsat - Decreased by accumulation of sand and debris.	Unsat - Remove accumulated sand and debris / replace with clean media.	Sat
NA	Sat	Sat	Sat	Sat
NA	NA - Parking Lot	Sat	Sat	Sat
Sat	Sat	Sat	Sat	Sat
NA	Sat	Sat	Sat - Monitor accumulation of sediments in basin	Sat
Sat	Sat	Sat	Sat	Sat
NA	Sat	Sat	Sat	Sat
NA	NA	Sat	Sat	Sat
NA	Sat	Sat	Sat	Sat
Sat	Unsat - Remove woody vegation from detention area in front of dam.	Sat	Unsat - Expose buried drain (DI-1Top) in detention area.	Sat
NA	NA	Sat	Unsat - Remove accumulated sediments, debris, and leaves in basin.	Sat
NA	Sat	Sat	Sat - Monitor sediment build up in basin.	Sat
Sat - Removing cattails will prevent their dominance.	Sat	Sat	Sat	Sat

City of Williamsburg  
Stormwater Management Facility Inspection Info June 30, 2009

Other	Safety and Aquatic Bench	Side Slope Vegetation	Aerators
NA	NA	Sat	
NA	NA	Sat	
NA	Sat	Sat	
NA	NA	NA	
NA	NA	Sat	
NA	Sat	Sat	
NA	NA	Sat	
NA - LOCATE SOURCE OF EROSION UPSTREAM THAT CONTRIBUTES TO THIS BUILD UP OF SEDIMENTS / STABILIZE AREA OR AREAS TO REDUCE EROSION			
NA	Sat	Sat	
NA			
NA	NA	Sat	
NA	NA	NA - Parking Lot	
NA	Sat - Plant aquatic bench when permitted.	Sat	
NA	NA	Sat	
NA	Sat	Sat	
NA	NA	Sat	
NA	NA	NA - Parking Lot	
NA	NA	Sat	
NA	Sat	Unsat - Clear all saplings and weeds off of dam.	
NA	NA	NA	
NA	NA	Sat	
NA	Sat	Sat	

City of Williamsburg  
Stormwater Management Facility Inspection Info June 30, 2009

Permittee	Site	SWMF ID	Inspection Note	Original Inspection Date	InspectorName	Follow-up Action Required	DCR Classification
Williamsburg	PINEY CREEK	J12	Mailed to Michael Polizzi, president of Piney Creek Estates HOA on 1/26/09.	1/13/2009	Bob DeBellis	No	Retention Basin
Williamsburg	PINEY CREEK	J11		1/13/2009	Bob DeBellis	Yes	Retention Basin
Williamsburg	RED HOT & BLUE RESTAURANT	Y7	Mailed to Boyce Mason of Red Hot and Blue on 2/05/09.	1/23/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	RESIDENCE INN	J20	Mailed to Darren Brisko of Residence Inn on 1/30/09.	1/22/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	RICHMOND HILL SUBDIVISION	J26	Mailed to Drayton Hamm of Richmond Hill HOA on 1/30/09.	1/22/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	RUBY TUESDAY	Y3	Mailed to Melanie Bowling of Ruby Tuesday on 1/30/09.	1/19/2009	Bob DeBellis	No	Detention Basin
Williamsburg	SAVANNAH GREEN SUBDIVISION	J27	Mailed to Al Brenick of Savanna Green HOA on 1/30/09.	1/22/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	SKIPWITH MANAGEMENT FACILITY	J5	City owned Basin.	1/19/2009	Bob DeBellis	No	Retention Basin
Williamsburg	SPRING ARBOR ASSISTED LIVING FACILITY	Y15	Mailed to James R. King of HH Hunt Assisted Living, Inc. on 1/30/09.	1/22/2009	Bob DeBellis	No	Detention Basin
Williamsburg	SPRINGHILL SUITES	J21	Mailed to Afred Haevens of Springhill Suites on 1/30/09.	1/22/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	ST STEPHEN LUTHERAN CHURCH ADDITION	J33	Mailed to the Trustees of St. Stephens Lutheran Church on 2/4/09.	1/23/2009	Bob DeBellis	No	Detention Basin
Williamsburg	STRAWBERRY PLAINS ROAD	J30	Basin is City owned and maintained.	1/23/2009	Bob DeBellis	No	Extended Detention Basin
Williamsburg	STRAWBERRY PLAINS ROAD	J31	Basin is City owned and maintained.	1/23/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	WALSINGHAM ACADEMY - PARKING LOT	J39	Mailed to John Kotz of Walsingham Academy on 2/05/09.	1/23/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	WALSINGHAM ACADEMY - UPPER SCHOOL GYM	J17	Mailed to John Kotz of Walsingham Academy on 1/04/09.	1/23/2009	Bob DeBellis	No	Detention Basin
Williamsburg	WESTGATE CONDOMINIUMS	J38	Mailed to Joe Gagliano of Berkeley Realty Property Management, Inc. on 2/04/09.	1/23/2009	Bob DeBellis	Yes	Detention Basin
Williamsburg	WESTGATE RESORTS	J36	Mailed to Kathleen Garrow of Westgate Resorts on 1/04/09.	1/23/2009	Bob DeBellis	No	Detention Basin
Williamsburg	WMBG GENERAL STORE	Y9	Mailed to Richmond Road Land Holding Co., Inc. LLC on 2/4/09.	1/23/2009	Bob DeBellis	No	Detention Basin
Williamsburg	WMBG PRESBYTERIAN CHURCH	Y4	Mailed to the Trustees of Williamsburg Presbyterian Church on 2/04/09.	1/23/2009	Bob DeBellis	No	Detention Basin
Williamsburg	WMBG/JCC COURTHOUSE - BIORETENTION	J34	Mailed to Scott Thomas of James City County on 2/04/09.	1/23/2009	Bob DeBellis	No	Bioretention Basins

City of Williamsburg  
Stormwater Management Facility Inspection Info June 30, 2009

Number Of Reinspections	Last Reinspection Date	SwmfInspectionId	Forbay	Inlets	Outlets	Principal Spillway	Emergency Spillway
0		231	NA	Sat	Sat	Sat	NA
1	5/5/2009	235	NA	Sat	Unsat - Remove all weeds and saplings from level spreader.	Sat	Sat
1		343	NA	Sat	Unsat - Remove debris from weir wall orifice.	Sat	NA
1		294	NA	Unsat - Remove rock and sediments on inlet flared end section.	Sat	Sat	Sat
1		292	NA	Sat	Unsat - Remove debris around standpipe area to prevent obstruction of standpipe.	Sat	Sat
0		277	NA	Sat	Sat	Sat	NA
1	3/25/2009	278	NA	Sat	Unsat - Weed eat around rip rapped outfall area.	Sat	Sat
0		279	NA	Sat	Sat	Sat	Sat
0		283	NA	Sat	Sat	Sat	Sat
1	6/18/2009	293	NA	Sat	Sat	Sat	NA
0		314	NA	Sat	Sat	Sat	Sat
0		321	NA	Sat	Sat	Sat	Sat
1	6/1/2009	351	NA	Sat	Unsat - Remove sediment build up on concrete swale and outfall flared end section. Grade ditch to improve flow.	Sat	Sat
1	4/3/2009	342	NA	Sat	Unsat - Remove trash and debris obstructing the weir wall orifice.	Sat	Sat
0		316	NA	Sat	Sat	Sat	Sat
1		326	NA	Unsat - Remove debris from flared end section of inlet. Grade inlet area to allow unimpeded flow of water.	Sat	Sat	Sat
0		315	NA	Sat	Sat	Sat	Sat
0		325	NA	Sat	Sat - Monitor trash and debris build up and remove debris clogging orifice in weir wall.	Sat	Sat
0		317	NA	Sat	Sat	Sat	Sat
0		318	Sat	Sat	Sat	Sat	Sat

City of Williamsburg  
Stormwater Management Facility Inspection Info June 30, 2009

Basin Botton and Side Slopes	Safty Devices	Embankments	Structual Components	Media	Routine Maintenance
Sat	NA	Sat	Sat		Sat
Sat	NA	Sat	Sat		Sat
Unsat - Remove trash, sediment and debris from basin.	NA	NA - Parking Lot	Sat		Unsat - Routinely ensure the weir wall orifice remains clear of any obstructions.
Sat	NA	Sat	Sat		Unsat - Routinely remove debris from trash rack and basin.
Unsat - Remove all bamboo and woody vegetation in basin and on side slopes.	NA	Unsat - Remove all woody vegetation off back of dam and outfall area.	Sat		Unsat - Routinely remove fallen limbs, debris, and trash from basin area.
Sat	NA	Sat	Sat		Sat
Unsat - Remove dead cattails at inlet area.	NA	Sat	Sat		Sat - Remove debris from trash rack routinely.
Sat	NA	Sat	Sat		Sat
NA	NA	NA	Sat		Sat
Sat - Prevent lawn mowers from rutting up basin when it's wet.	NA	Sat	Sat		Sat
NA - Parking Lot	NA	NA - Parking Lot	Sat		Sat
Sat	NA	Sat	Sat		Sat
Sat	NA	Sat	Sat		Sat
Unsat - Remove trash, sediments and debris from basin storage. area.	NA	NA - Parking Lot	Sat		Unsat - Routinely remove trash and debris from weir wall area to ensure the orifice stays unobstructed.
Sat	NA	Sat	Sat		Sat
Sat	NA	Sat	Sat		Sat
NA - Parking Lot	NA	NA - Parking Lot	Sat		Sat
NA - Parking Lot	NA	NA - Parking Lot	Sat		Sat - Monitor trash and debris build up and remove debris clogging orifice in weir wall.
NA - Parking Lot	NA	NA - Parking Lot	Sat		Sat
Sat	NA	Sat	Sat	Sat	Sat

City of Williamsburg  
Stormwater Management Facility Inspection Info June 30, 2009

Condition of Aquatic Environment	Vegetation	Storage Volume	Debris / Sediment Accumulation	Standing Water
Sat	Sat	Sat	Sat	Sat
Sat	Sat	Sat	Sat	Sat
NA - Parking Lot	NA - Parking Lot	Sat	Unsat - Remove sediment and debris from basin.	Sat
NA	Unsat - Remove saplings from outfall area.	Sat	Unsat - Remove built up sediments and debris obstructing flow of water at outfall area.	Unsat - Grade basin to prevent standing water.
NA	Sat	Sat	Unsat - Remove debris around standpipe area to prevent obstruction of standpipe.	Sat
NA	Sat	Sat	Sat	Sat
NA	Sat	Sat	Unsat - Remove built up sediments on flaired end section and in area of dead cattails.	Sat
Sat	Sat	Sat	Sat	Sat
NA	NA	Sat	Sat	Sat
NA	Sat	Sat	Unsat - Remove sediment build up on inlet flared end section.	Sat
NA	NA	Sat	Sat	Sat
NA	Sat	Sat	Sat	Sat
NA	Sat	Sat	Unsat - Remove sediment build up on concrete swale and outfall flared end section. Grade ditch to improve flow.	Sat
NA	NA - Parking Lot	Sat	Unsat - Remove trash, sediments and debris from basin storage and weir wall areas.	Sat
NA	Sat	Sat	Sat	Sat
NA	Sat	Sat	Unsat - Remove debris from flared end section of inlet. Grade inlet area to allow unimpeded flow of water.	Sat
NA - Parking Lot	NA - Parking Lot	Sat	Sat	Sat
NA	NA - Parking Lot	Sat	Sat - Monitor trash and debris build up in basin	Sat
NA	NA - Parking Lot	Sat	Sat	Sat
	Sat	Sat	Sat	Sat

City of Williamsburg  
Stormwater Management Facility Inspection Info June 30, 2009

Other	Safety and Aquatic Bench	Side Slope Vegetation	Aerators
NA	NA	Sat	
NA	NA	Sat	
NA	NA	NA - Parking Lot	
NA	NA	Sat	
NA	NA	Sat	
NA	NA	Sat	
NA	NA	Sat	
NA	NA	Sat	
NA	Sat	Sat	
NA	NA	NA	
NA	NA	Sat	
NA	NA	NA	
NA	NA	Sat	
NA	NA	Sat	
NA	NA	NA - Parking Lot	
NA	NA	Sat	
NA	NA	Sat	
NA	NA	NA - Parking Lot	
NA	NA	NA - Parking Lot	
NA	NA	NA - Parking Lot	
NA			



**City of Williamsburg  
Site and Stormwater Management Facility Info June 30, 2009**

SITE INFO									
Site ID	Site No	Site Title	Street Number	Street Name	Zip	Review Engineer	Design Engineer	Contractor	Developer
C-01-001	Y10	HAYNES POND	222	MERRIMAC TRAIL	23185	MARTIN	WMBG ENVIRONMENTAL GRO	STILLEY CONSTRUCTION	CITY OF WILLIAMSBURG
C-04-001	Y13	NASSAU MEADOW	209	PALACE GREEN STREET	23185	MARTIN	LANDMARK DESIGN GROUP, INC	GEORGE NICE AND SONS	CITY OF WILLIAMSBURG
P-00-015a	J30	STRAWBERRY PLAINS ROAD	248	STRAWBERRY PLAINS ROAD	23185	MARTIN	DEWBERRY & DAVIS	JACK MASSIE CONSTRUCTION	WRHA
P-00-015b	J31	STRAWBERRY PLAINS ROAD	248	STRAWBERRY PLAINS ROAD	23185	MARTIN	DEWBERRY & DAVIS	JACK MASSIE CONSTRUCTION	WRHA
P-00-022	J27	SAVANNAH GREEN SUBDIVISION	96	MEREDITH WAY	23185	MARTIN	AES CONSULTING ENGINEERS	STILLEY CONSTRUCTION	RAUCH DEVELOPMENT CO., LLC
P-05-012	J39	WALSINGHAM ACADEMY - PARKING	1100	JAMESTOWN ROAD	23185	MARTIN	AES CONSULTING ENGINEERS	PLANTATION GROUP LLC	WALSINGHAM ACADEMY
P-06-024	J44	Village at Quarterpath	231	QUARTERPATH ROAD	23185	Steve Martin	VHB	Branscome Inc.	L&B Quarterpath, LLC
P-91-001a	J11	PINEY CREEK	603	DAM LAKE COURT	23185	MARTIN	LANGLEY & MCDONALD	GEORGE NICE AND SONS	SCS ASSOCIATES
P-91-001b	J12	PINEY CREEK	300	PINEY CREEK DRIVE	23185	MARTIN	LANGLEY & MCDONALD	GEORGE NICE AND SONS	SCS ASSOCIATES
P-93-016	J14	CHRISTIAN SCIENTIST READING ROO	620	JAMESTOWN ROAD	23185	MARTIN	DEBORAH LENCESKI	PROMARK CUSTOM	FIRST CHURCH OF CHRIST SCIENTIST
P-95-006	J26	RICHMOND HILL SUBDIVISION	810	HENRY STREET SOUTH	23185	MARTIN	JORDAN CONSULTING ENGINEER	RBA ASSOCIATES	ROY B AMASON
P-96-001	J25	QUARTERPATH GYM	202	QUARTERPATH ROAD	23185	MARTIN	RICKMOND ENGINEERING INC.	GEORGE NICE AND SONS	CITY OF WILLIAMSBURG
P-97-004	J24	HOLLY HILLS CARRIAGE HOMES	125	BROCKTON COURT	23185	MARTIN	LANGLEY & MCDONALD	RML CORPORATION	MCCALE DEVELOPMENT CORPORATI
T-01-002	Y9	WMBG GENERAL STORE	1656	RICHMOND ROAD	23185	MARTIN	AES CONSULTING ENGINEERS	HENDERSON, INC	RICHMOND ROAD LAND HOLDING C
T-01-007a	Y11	WMBG TRANSPORATION CENTER RI	468	BOUNDARY STREET NORTH	23185	MARTIN	AES CONSULTING ENGINEERS	J D & W INC	CITYOF WILLIAMSBURG
T-01-007b	Y12	WMBG TRANSPORATION CENTER	468	BOUNDARY STREET NORTH	23185	MARTIN	AES CONSULTING ENGINEERS	J D & W INC	CITY OF WILLIAMSBURG
T-01-012	J32	HOLIDAY INN EXPRESS	1452	RICHMOND ROAD	23185	MARTIN	HORTON & DODD	CLANCEY & THEYS CONSTRUCTIO	WILLIAMSBURG LODGING ASSOCIAT
T-01-015	J29	NATIONAL CENTER FOR STATE COU	300	NEWPORT AVENUE	23185	MARTIN	VERSAR GLOBAL SOLUTIONS INC	JACK MASSIE CONSTRUCTION	NATIONAL CENTER FOR STATE COUR
T-01-021	J37	CLAIBORNE CONDOMINIUMS	3046	RICHMOND ROAD	23185	MARTIN	HASSELL & FOLKES	CINTER CONSTRUCTION COMPAN	KEY GROUP II, LLC
T-01-025	J33	ST STEPHEN LUTHERAN CHURCH AD	612	JAMESTOWN ROAD	23185	MARTIN	AES CONSULTING ENGINEERS	O K JAMES CONSTRUCTION COMI	ST STEPHEN LUTHERAN CHURCH
T-03-001	J36	WESTGATE RESORTS	1324	RICHMOND ROAD	23185	MARTIN	AES CONSULTING ENGINEERS	C LEWIS WALTRIP	WESTGATE RESORTS INC
T-03-009	J34	WMBG/JCC COURTHOUSE - BIORETI	5201	MONTICELLO AVENUE	23185	MARTIN	WATERSHED CONSULTING PLLC		WMBG/JCC COURTHOUSE
T-03-012	J35	PENSKE MAINTENANCE FACILITY	7239	POCAHONTAS TRAIL	23185	MARTIN	DJG, INC.	DAVID NICE BUILDERS	CWF
T-04-008	Y14	HAMPTON INN & SUITES	911	CAPITOL LANDING ROAD	23185	MARTIN	LANDMARK DESIGN GROUP, INC	W M JORDAN COMPANY LC	CAPITOL LANDING ASSOCIATES LLC
T-05-002	Y15	SPRING ARBOR ASSISTED LIVING FA	935	CAPITOL LANDING ROAD	23185	MARTIN	DRAPER ADEN ASSOCIATES	H H HUNT	H H HUNT
T-06-003	J40	WALGREEN'S	1309	RICHMOND ROAD	23185	MARTIN	THE TECHNICAL SERVICES GRO	DAVES CONSTRUCTION	WALGREEN'S
T-06-007	J41	CHESAPEAKE BANK	1229	LAFAYETTE STREET	23185	MARTIN	AES CONSULTING ENGINEERS	DAVID NICE BUILDERS	CHESAPEAKE BANK
T-07-002	J43	Williamsburg Storage	5151	MOORETOWN ROAD	23185	Steve Martin	C.E. Mewbaker	Hankins	Richard Arms
T-07-007	Y17	SunTrust Bank	202	HENRY STREET NORTH	23185	Steve Martin	AES Consulting Engineers	Courthouse Construction	SunTrust Bank
T-08-001	Y16	Williamsburg Church Christ	227	Merrimac Trail	23185	Steve Martin	LandTech Resources	Courthouse Construction	na
T-08-001	Y16	Williamsburg Church Christ	227	Merrimac Trail	23185	Steve Martin	LandTech Resources	Courthouse Construction	na
T-08-012	J42	KIWANIS PARK	125	LONGHILL ROAD	23185	Steve Martin	AES Consulting Engineers	David Nice	City
T-88-015	J3	CWF - GREEN COURSE	651	ENGLAND STREET SOUTH	23185	MARTIN	LANGLEY & MCDONALD		CWF
T-89-006	J2	CROWN STATION	1510	RICHMOND ROAD	23185	MARTIN	LANGLEY & MCDONALD	MID COAST INC	CROWN CENTRAL PETROLEUM
T-89-007	Y1	CWF-WEST WAREHOUSE PARKING E	315	FRANKLIN STREET	23185	MARTIN	LANDMARK DESIGN GROUP, INC	GEORGE NICE AND SONS	CWF
T-89-019	Y2	PARKWAY WAREHOUSES	233	PARKWAY DRIVE	23185	MARTIN	DJG, INC.	R LARRY SEARS & ASSOCIATES	BROOK, G T
T-90-006	J9	QUARTERPATH GYM EXPANSION	202	QUARTERPATH ROAD	23185	MARTIN	CITY OF WILLIAMSBURG	RITCHIE CURBOW CONSTRUCTION	CITY OF WILLIAMSBURG
T-90-012	Y4	WMBG PRESBYTERIAN CHURCH	215	RICHMOND ROAD	23185	MARTIN	LOUIS M PENCI	HEYWOOD CONSTRUCTION COM	WMBG PRESBYTERIAN CHURCH
T-91-001	J4	GLAZENER APARTMENTS	403	BOUNDARY STREET SOUTH	23185	MARTIN	LANGLEY & MCDONALD	CHARLES GLAZENER	GLAZENER, CHARLES H
T-92-001	J5	SKIPWITH MANAGEMENT FACILITY	2200	RICHMOND ROAD	23185	MARTIN	LANGLEY & MCDONALD	HENDERSON INC	CITY OF WILLIAMSBURG
T-92-002	J13	COOLEY FIELD IMPROVEMENTS	117	IRONBOUND ROAD	23185	MARTIN	DJG, INC.	TOANO CONTRACTORS INC	WMBG/JCC SCHOOLS
T-92-009a	J6	WMBG COMMUNITY HOSPITAL	301	MONTICELLO AVENUE	23185	MARTIN	LANGLEY & MCDONALD	CENTEX ROGERS CONSTRUCTION	WMBG COMMUNITY HOSPITAL

City of Williamsburg  
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Total Site Area	Total Impervious Area	Plan Approval Date	Lid Implementation	Status	Permittee Name	Comments	SWMF ID	Ownership Type	SWMF Type	Contributing Drainage Area	Land Use	Inspection Frequency
118	33	11/2/2001	No	Active	Williamsburg		Y10	Private	Retention Basin	118	Corridor Commercial	365
42.53	0	1/23/2004	No	Active	Williamsburg		Y13	Private	Detention Basin	42.53	Colonial Williamsburg Historic /	365
27.66	3.75	7/13/2000	No	Active	Williamsburg		J30	Public	Extended Detention Basin	41.56	Medium Density Single Family I	365
27.66	3.75	7/13/2000	No	Active	Williamsburg		J31	Public	Detention Basin	8.82	Medium Density Single Family I	365
28.3	2.58	1/17/2001	No	Active	Williamsburg		J27	Private	Detention Basin	8.26	Low Density Single Family Deta	365
2.26	1.05	6/16/1999	No	Active	Williamsburg		J39	Private	Detention Basin	2.11	Public and Semi-Public	730
58.15	12.885	3/16/2007	No	Active	Williamsbur	BMP located on City park property ar	J44	Public	Extended Detention Basin	58.15	Medium Density Multifamily Ai	365
53.45	19	8/8/1991	No	Active	Williamsburg		J11	Private	Retention Basin	24.3	Low Density Single Family Deta	365
53.45	19	8/8/1991	No	Active	Williamsburg		J12	Private	Retention Basin	2	Low Density Single Family Deta	365
1.0705	0.52642332	12/9/1993	No	Active	Williamsburg		J14	Private	Detention Basin	0.66	Low Density Single Family Deta	730
7.84	0.7	4/19/1995	No	Active	Williamsburg		J26	Private	Detention Basin	7.84	Low Density Single Family Deta	365
0.91	0.56	2/8/1996	No	Active	Williamsburg		J25	Public	Detention Basin	2.1	Parks, Parkway, Recreation	365
15.01	1.95	7/10/1997	No	Active	Williamsburg		J24	Private	Retention Basin	24.7	Medium Density Multifamily Ai	365
44096	26.716	2/14/2001	No	Active	Williamsburg		Y9	Private	Detention Basin	0.73	Corridor Commercial	730
96703	78408	4/18/2001	No	Active	Williamsburg		Y11	Public	Detention Basin	1.62	Public and Semi-Public	730
96.703	78408	4/18/2001	No	Active	Williamsburg		Y12	Public	Detention Basin	0.6	Public and Semi-Public	730
1.979408	1.58000459	8/15/2001	No	Active	Williamsburg		J32	Private	Detention Basin	1.98	General Commercial	730
7.2	1.84	11/14/2001	No	Active	Williamsburg		J29	Private	Detention Basin	0.32	William and Mary	730
14.76	6.89	12/19/2001	No	Active	Williamsburg		J37	Private	Retention Basin	20.9	Medium Density Multifamily Ai	365
0.707277	0.43477961	12/19/2001	No	Active	Williamsburg		J33	Private	Detention Basin	0.7	Low Density Single Family Deta	730
2.34	1.6	2/19/2003	No	Active	Williamsburg		J36	Private	Detention Basin	3.84	Colonial Williamsburg Support	730
5.3	1.67	8/26/2003	Yes	Active	Williamsburg		J34	Public	Bioretention Basins	5.3	Public and Semi-Public	730
10	7.18	10/15/2003	No	Active	Williamsburg		J35	Private	Retention Basin	9.45	Colonial Williamsburg Support	365
2.53	1.56	7/14/2004	No	Active	Williamsburg		Y14	Private	Detention Basin	2.53	Corridor Commercial	730
7.94	2.82	2/16/2005	No	Active	Williamsburg		Y15	Private	Detention Basin	7.95	Office	730
2.58	1.77	2/15/2006	No	Active	Williamsburg		J40	Private	Detention Basin	1.526	General Commercial	730
1.24	0.78	4/19/2011	No	Active	Williamsburg		J41	Private	Detention Basin	1.24	General Commercial	730
1.921	1.155	8/31/2007	No	Active	Williamsburg		J43	Private	Manufactured BMP Systems	1.46	Corridor Commercial	730
0.31	0.24	11/13/2007	No	Active	Williamsburg		Y17	Private	Manufactured BMP Systems	0.31	Downtown Commercial	730
3.41	1.55	4/7/2008	No	Active	Williamsburg		test	Private	Constructed Stormwater Wetland	1	High Density Multifamily Reside	365
3.41	1.55	4/7/2008	No	Active	Williamsburg		Y16	Private	Manufactured BMP Systems	0.81	High Density Multifamily Reside	730
25.5	2.92	10/24/2008	Yes	Active	Williamsbur	Porous concrete pavement and grass	J42	Public	General Infiltration Practices	1.25	Parks, Parkway, Recreation	730
16.7	2	10/18/1988	No	Active	Williamsburg		J3	Private	Constructed Stormwater Wetland	16.7	Parks, Parkway, Recreation	365
0.629982	0.53434343	6/20/1989	No	Active	Williamsburg		J2	Private	Detention Basin	0.5	General Commercial	365
60679	40999	11/22/1989	No	Active	Williamsburg		Y1	Private	General Infiltration Practices	0.99	Colonial Williamsburg Support	730
123150	43235	4/29/1992	No	Active	Williamsburg		Y2	Private	Detention Basin	2.83	Corridor Commercial	365
3.01	0.91	4/17/1990	No	Active	Williamsburg		J9	Public	Detention Basin	0.72	Parks, Parkway, Recreation	365
41256	10336	10/16/1990	No	Active	Williamsburg		Y4	Private	Detention Basin	0.96	Downtown Commercial	730
0.273852	0.08471074	3/19/1991	No	Active	Williamsburg		J4	Private	General Infiltration Practices	0.27	Medium Density Multifamily Ai	730
155	0	2/18/1992	No	Active	Williamsburg		J5	Private	Retention Basin	155	Corridor Commercial	365
20	4.5	3/17/1992	No	Active	Williamsburg		J13	Public	Detention Basin	13.87	Public and Semi-Public	730
5.6	3.67	2/17/1993	No	Archived	Williamsburg		J6	Private	Constructed Stormwater Wetland	5.6	William and Mary	365

City of Williamsburg  
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SWMF INFO									
Receiving Water	Long	Lat	SWMF Maintenance Agreement	Phosphorus Removed	Nitrogen Removed	Date Online	Scheduled Inspection Month	Status	HUC
	-76.68577	37.283133	Yes	209	0	11/02/2001	Not Selected	Active	YO67
	-76.70382	37.2736666	Yes	0	0	01/23/2004	Not Selected	Active	YO67
	-76.73737	37.27005	Yes	3.5	0	05/23/2003	Not Selected	Active	JL34
	-76.74093	37.267983	Yes	0	0	05/23/2003	Not Selected	Active	JL34
	-76.73127	37.3028	Yes	0	0	05/06/2002	Not Selected	Active	JL31
	-76.72692	37.257866	No	0	0	07/27/2005	Not Selected	Active	JL34
	-76.68433	37.26234706	No	7.55	0	06/15/2009	Not Selected	Active	JL34
	-76.74068	* 37.30405	Yes	7.4	0	03/28/1997	Not Selected	Active	JL31
	-76.73643	37.3013	Yes	0.35	0	03/28/1997	Not Selected	Active	JL31
	-76.7157	37.266133	No	0	0	07/02/1997	Not Selected	Active	JL34
	-76.70775	37.262317	Yes	4.16	0	02/21/2002	Not Selected	Active	JL34
	-76.6835	37.264617	Yes	0	0	02/05/2002	Not Selected	Active	JL34
	-76.7253	37.251283	Yes	7.64	0	05/15/2001	Not Selected	Active	JL34
	-76.72607	37.294933	No	0	0	09/28/2001	Not Selected	Active	YO67
	-76.7094	37.2763	Yes	0	0	05/08/2002	Not Selected	Active	YO67
	-76.71077	37.27705	Yes	0	0	05/08/2002	Not Selected	Active	YO67
	-76.72463	37.28935	Yes	0	0	05/30/2003	Not Selected	Active	JL34
	-76.70395	37.26635	Yes	0	0	01/27/2003	Not Selected	Active	JL34
	-76.73583	37.307167	Yes	0	0	10/11/2004	Not Selected	Active	JL31
	-76.71567	37.266233	Yes	0	0	11/07/2003	Not Selected	Active	JL34
	-76.72152	37.284317	Yes	0	0	04/02/2004	Not Selected	Active	JL34
	-76.74097	37.276267	Yes	0.32	0	12/01/2003	Not Selected	Active	JL31
	-76.67255	37.255017	Yes	8.42	0	01/19/2005	Not Selected	Active	JL34
	-76.68862	37.28415	Yes	0	0	08/08/2005	Not Selected	Active	YO67
	-76.6885	37.287233	Yes	0	0	07/22/2005	Not Selected	Active	YO67
	-76.71952	37.283217	Yes	0	0	06/05/2007	Not Selected	Active	JL34
	-76.71823	37.2826	Yes	0	0	05/04/2007	Not Selected	Active	JL34
	-76.72756	37.30366766	Yes	1.77	0	06/15/2009	Not Selected	Active	JL31
	-76.70616	37.27246483	Yes	0	0	12/08/2008	Not Selected	Active	YO67
	60.00039	60.0004238	Yes	1	1	06/22/2009	Janurary	Active	YO67
	-76.68338	37.28194954	Yes	0.86	0	06/22/2009	Not Selected	Active	YO67
	-76.72919	37.29208174	No	0	0	06/15/2009	June	Active	JL31
	-76.69145	37.25395	No	2.45	0	10/24/1991	Not Selected	Active	JL34
	-76.725	37.290867	No	0	0	11/01/1990	Not Selected	Active	JL34
	-76.69858	37.2735	No	0	0	10/23/1989	Not Selected	Active	YO67
	-76.6843	37.27555	No	0	0	07/10/1990	Not Selected	Active	YO67
	-76.68283	37.2634	Yes	0	0	05/15/1996	Not Selected	Active	JL34
	-76.70968	37.272833	No	0	0	09/29/1998	Not Selected	Active	YO67
	-76.70707	37.26675	No	0.22	0	04/10/1992	Not Selected	Active	JL34
	-76.7309	37.302117	Yes	217	0	11/02/1993	Not Selected	Active	JL31
	-76.72977	37.293133	Yes	0	0	04/22/1997	Not Selected	Active	JL31
	-76.72518	37.2792	Yes	3.9	0	03/24/1995	Not Selected	Archived	JL34



**City of Williamsburg  
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SITE INFO									
Site ID	Site No	Site Title	Street Number	Street Name	Zip	Review Engineer	Design Engineer	Contractor	Developer
T-92-009a	J6	WMBG COMMUNITY HOSPITAL	301	MONTICELLO AVENUE	23185	MARTIN	LANGLEY & MCDONALD	CENTEX ROGERS CONSTRUCTION	WMBG COMMUNITY HOSPITAL
T-92-009b	J7	WMBG COMMUNITY HOSPITAL	301	MONTICELLO AVENUE	23185	MARTIN	LANGLEY & MCDONALD	CENTEX ROGERS CONSTRUCTION	WMBG COMMUNITY HOSPITAL
T-92-009c	J8	WMBG COMMUNITY HOSPITAL	301	MONTICELLO AVENUE	23185	MARTIN	LANGLEY & MCDONALD	CENTEX ROGERS CONSTRUCTION	WMBG COMMUNITY HOSPITAL
T-92-011	J10	PATRIOT PLAZA - POLO OUTLET	3032-2A	RICHMOND ROAD	23185	MARTIN	LANGLEY & MCDONALD	HUDGINS CONTRACTING CORP	PATRIOT LANE ASSOCIATES
T-93-004	Y3	RUBY TUESDAY	1840	RICHMOND ROAD	23185	MARTIN	THE RBA GROUP	VENTURE CONSTRUCTION	MORRISON INC
T-95-001	J15	FOOD LION EXPANSION	1234	RICHMOND ROAD	23185	MARTIN	AES CONSULTING ENGINEERS	INDEPENDENCE CONSTRUCTION	FEDERAL REALTY INVESTMENT
T-96-004	J17	WALSINGHAM ACADEMY - UPPER S	1100	JAMESTOWN ROAD	23185	MARTIN	AES CONSULTING ENGINEERS	PERRY DUNFORD CONSTRUCTION	WALSINGHAM ACADEMY
T-97-005	Y5	MATTHEW WHALEY SCHOOL	301	SCOTLAND STREET	23185	MARTIN	LANGLEY & MCDONALD	OYSTER POINT CONSTRUCTION	WMBG/JCC SCHOOLS
T-97-006	J16	ITC OFFICE PARK	1156	JAMESTOWN ROAD	23185	MARTIN	RICKMOND ENGINEERING INC.	VAN KNIEST INC.	ITC DEVELOPMENTS, LLC
T-97-015	J38	WESTGATE CONDOMINIUMS	201	PATRIOT LANE	23185	MARTIN	AES CONSULTING ENGINEERS	KOTARIDES BUILDERS	KOTARIDES COMPANY
T-98-009a	J22	BERKELEY MIDDLE SCHOOL ADDITIC	1118	IRONBOUND ROAD	23185	MARTIN	BUCHART-HORN INC.	OYSTER POINT CONSTRUCTION	WMBG/JCC SCHOOLS
T-98-009b	J23	BERKELEY MIDDLE SCHOOL ADDITIC	1118	IRONBOUND ROAD	23185	MARTIN	BUCHART-HORN INC.	OYSTER POINT CONSTRUCTION	WMBG/JCC SCHOOLS
T-98-014	J19	HILTON GARDEN	1628	RICHMOND ROAD	23185	MARTIN	HORTON & DODD	HEYWOOD & LEE CONSTRUCTION	JIN INC
T-98-016a	J20	RESIDENCE INN	1648	RICHMOND ROAD	23185	MARTIN	ENGINEERING SERVICES	ARMADA/HOFFLER CONSTRUCTION	LTD MANAGEMENT
T-98-016b	J21	SPRINGHILL SUITES	1644	RICHMOND ROAD	23185	MARTIN	ENGINEERING SERVICES	ARMADA/HOFFLER CONSTRUCTION	LTD MANAGEMENT
T-98-024	J1	PATRIOT PLAZA PARKING EXPANSIO	3044	RICHMOND ROAD	23185	MARTIN	LANGLEY & MCDONALD	ROBERT E BERRY CONSTRUCTION	PATRIOT LANE ASSOCIATES
T-98-027	J28	BRISTOL COMMONS	100	BRISTOL COMMONS	23185	MARTIN	HASSELL & FOLKES	CINTER CONSTRUCTION COMPAN	UNIVERSITY SQUARE ASSOCIATES
T-99-001	J18	C & F BANK	1167	JAMESTOWN ROAD	23185	MARTIN	AES CONSULTING ENGINEERS	PHILLIP RICHARDSON COMPANY	C & F BANK
T-99-006	Y7	RED HOT & BLUE RESTAURANT	1624	RICHMOND ROAD	23185	MARTIN	HORTON & DODD	TRUSSWOOD, INC	JIN INC
T-99-015	Y6	JEFFY LUBE	317	SECOND STREET	23185	MARTIN	JSG DEVELOPMENT CORP	A & M VENTURES INC	JEFFY LUBE
T-99-019	Y8	CWF-VISITOR CENTER EXPANSION	101	VISITOR CENTER DRIVE	23185	MARTIN	VHB, INC.	CONRAD BROTHERS INC	CWF

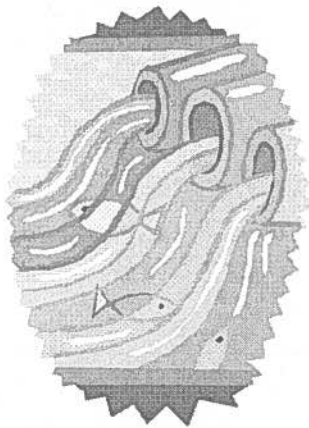
City of Williamsburg  
Site and Stormwater Management Facility Info June 30, 2009

Total Site Area	Total Impervious Area	Plan Approval Date	Lid Implementation	Status	Permittee Name	Comments	SWMF ID	Ownership Type	SWMF Type	Contributing Drainage Area	Land Use	Inspection Frequency
5.6	3.67	2/17/1993	No	Archived	Williamsburg		test	Private	Detention Basin	2	Colonial Williamsburg Support	365
9.6	6.98	2/17/1993	No	Archived	Williamsburg		J7	Private	Retention Basin	9.6	William and Mary	365
0.35	0.31	2/17/1993	No	Archived	Williamsburg		J8	Private	Detention Basin	0.35	William and Mary	730
5.7475	4.57842057	3/16/1999	No	Active	Williamsburg		J10	Private	General Infiltration Practices	1.63	Corridor Commercial	730
109754	49743	5/19/1993	No	Active	Williamsburg		Y3	Private	Detention Basin	2.33	Corridor Commercial	365
21.29502	17.7619835	3/15/1993	No	Active	Williamsburg		J15	Private	Extended Detention Basin	11.6	General Commercial	365
0.71	0.5	4/16/1997	No	Active	Williamsburg		J17	Private	Detention Basin	0.71	Public and Semi-Public	365
8.34	2.68	5/14/1997	No	Active	Williamsburg		Y5	Public	Detention Basin	2.34	Public and Semi-Public	730
1.562	0.701	6/18/1997	No	Active	Williamsburg		J16	Private	Detention Basin	1.56	Office	365
11.02	4.56	1/14/1998	No	Active	Williamsburg		J38	Private	Detention Basin	2.5	High Density Multifamily Reside	365
23.865	5.9	4/15/1998	No	Active	Williamsburg		J22	Public	Extended Detention Basin	15.56	Public and Semi-Public	365
23.865	5.9	4/15/1998	No	Active	Williamsburg		J23	Public	Detention Basin	2.69	Public and Semi-Public	365
4.87	3.14	7/15/1998	No	Active	Williamsburg		J19	Private	Detention Basin	0.63	Corridor Commercial	730
3.11	2.11	8/19/1998	No	Active	Williamsburg		J20	Private	Detention Basin	3.45	Corridor Commercial	365
2.35	1.6	8/19/1998	No	Active	Williamsburg		J21	Private	Detention Basin	2.32	Corridor Commercial	365
0.833999	28.28	3/16/1999	No	Active	Williamsburg		J1	Private	Detention Basin	0.4	Corridor Commercial	730
8.33	3.34	11/20/1998	No		Williamsburg		J28	Private	Retention Basin	9.07	High Density Multifamily Reside	365
3.73	1.98	1/20/1999	No	Active	Williamsburg		J18	Private	Detention Basin	1.46	Corridor Commercial	730
212.308	136939	6/16/1999	No	Active	Williamsburg		Y7	Private	Detention Basin	0.63	Corridor Commercial	730
37808	20425	10/20/1999	No	Active	Williamsburg		Y6	Private	Detention Basin	0.868	Corridor Commercial	730
97	31.6	12/15/1999	No	Active	Williamsburg		Y8	Private	Retention Basin	32	Colonial Williamsburg Support	365

City of Williamsburg  
Site and Stormwater Management Facility Info June 30, 2009

SWMF INFO									
Receiving Water	Long	Lat	SWMF Maintenance Agreement	Phosphorus Removed	Nitrogen Removed	Date Online	Scheduled Inspection Month	Status	HUC
60		60	Yes	2	2		Not Selected	Active	JL31
-76.72138		37.277933	Yes	8.6	0	03/24/1995	Not Selected	Archived	JL34
-76.72373		37.280133	Yes	0.2	0	03/24/1995	Not Selected	Archived	JL34
-76.73257		37.3086	No	0	0	01/27/1997	Not Selected	Active	JL31
-76.72772		37.297117	No	0	0	11/18/1993	Not Selected	Active	YO67
-76.72028		37.278533	Yes	21.4	0	02/09/1998	Not Selected	Active	JL34
-76.72585		37.256167	Yes	0	0	10/14/1999	Not Selected	Active	JL34
-76.70517		37.274267	Yes	0	0	01/21/2000	Not Selected	Active	YO67
-76.73082		37.2547	Yes	0	0	08/05/1998	Not Selected	Active	JL34
-76.73113		37.306567	Yes	0	0	06/21/1999	Not Selected	Active	JL31
-76.73515		37.273817	Yes	0	0	01/31/2001	Not Selected	Active	JL34
-76.73785		37.272017	Yes	0	0	01/31/2001	Not Selected	Active	JL34
-76.72742		37.293117	Yes	0	0	03/17/2000	Not Selected	Active	JL31
-76.7284		37.294083	Yes	0	0	04/25/2000	Not Selected	Active	JL31
-76.72832		37.293767	Yes	0	0	04/25/2000	Not Selected	Active	JL31
-76.73157		37.30855	No	0	0	09/01/1989	Not Selected	Active	JL31
-76.72898		37.287333	Yes	0	0	08/13/2002	Not Selected	Active	JL34
-76.73102		37.255333	Yes	0	0	12/10/1999	Not Selected	Active	JL34
-76.72545		37.293633	No	0	0	07/25/2001	Not Selected	Active	YO67
-76.68407		37.2735	Yes	0	0	05/31/2001	Not Selected	Active	YO67
-76.70975		37.282833	Yes	24.79	0	09/20/2001	Not Selected	Active	YO67





## REGIONAL STORMWATER TRAINING

February 18, 2009

### Agenda

9:00 Registration

9:30 Welcome & Introductions

10:00 Regulatory Overview

10:30 Municipal Pollution Prevention Your Role in  
Water Quality Everyday

BREAK

11:00 Group Exercise--Site Audits

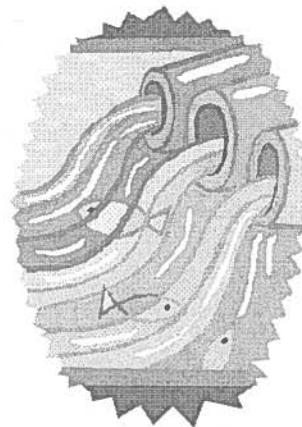
11:30 Wrap Up & Evaluations



# REGIONAL STORMWATER TRAINING

## PRE-TEST

This brief questionnaire is only to gauge your knowledge about BMPs and practices in your locality. The source of these answers WILL NOT be shared with your supervisor. If you do not know an answer, simply check the appropriate blank.



Q1. Define BMP:

\_\_\_ I do not know.

Q2. Name three BMPs you use on your job regularly:

1.

2.

3.

\_\_\_ I do not know.

Q3. Where or to whom do you report illegal dumping or illicit discharges in your locality?

\_\_\_ I do not know.

What happens after you make a report of this type?

\_\_\_ I do not know.

Name: \_\_\_\_\_

Locality: \_\_\_\_\_





## Regional Good Housekeeping Training “Everyday Best Management Practices” Feb 18<sup>th</sup> & 19<sup>th</sup>, 2009

**Number of Attendees:** 51  
**Number of Registrants:** 60

**Organizations Represented:**  
Local Government—45  
Schools—2  
Regional—3  
State—1



*The City of Suffolk  
had 17 employees  
attend this  
regional training!*

### The Workshop—Rated on a scale of 1-5, 5 being excellent

Time of Day:	4.6	Regulatory Overview	4.0
Time of Year:	4.6	Video	4.3
Length of Session:	4.4	Large Group Discussion	4.4
Facilities:	4.68	Small Group Activity	4.2

### New Approaches

- ❖ Pre-test completed by all participants to gauge knowledge levels.
- ❖ Test on course content.
- ❖ On-line registration.

### Interesting to Know

- ❖ Most employees DO NOT know where/how to report spills or illicit discharges
- ❖ Most departments did not know if they had SOPs for a variety of tasks
- ❖ If they thought they had SOPs, most did not know where the documentation could be found
- ❖ Spill kits are lacking, as are SOPs for spill response in particular
- ❖ 25% could not define BMP or name any BMPs they use in their job
- ❖ Many localities found this opportunity to talk with other departments in the same room the most beneficial part of the training!

# **List of Attendees for Pollution Prevention Training - February 19, 2009**

First Name	Last Name	Email Address	Registered	Locality
Wayland	Bass	webass@james-city.va.us	2/10/2009 9:05	James City County
Connie	Bennett	bennettc@yorkcounty.gov	2/10/2009 16:26	York
Erick	Biehl	erick.biehl@yorkcounty.gov	2/10/2009 16:26	York
Angela	Blount	awblount@co.surry.state.va.us	2/10/2009 10:31	Surry
Mark	Boesen	pubworks@ci.poquoson.va.us	2/10/2009 8:58	Poquoson
Ross	Carey	ross.carey@yorkcounty.gov	2/10/2009 16:26	York
Darryl	Cook	decook@james-city.va.us	2/10/2009 9:05	James City County
Tyrone	Davis	tyrone.davis@yorkcounty.gov	2/10/2009 16:26	York
Jimmy	Eanes	jeanes@city.suffolk.va.us	2/11/2009 11:08	Suffolk
Thomas	Ebert	tome@james-city.va.us	2/10/2009 11:25	James City County
Charles	Ferrell	ferrell@yorkcounty.gov	2/10/2009 16:26	York
Melvion	Fulgham	MFulgham@city.suffolk.va.us	2/17/2009 12:31	Suffolk
Fran	Geissler	FGeissler@james-city.va.us	2/10/2009 8:40	James City County
David	Greshamer	dgreshamer@james-city.va.us	2/10/2009 9:05	James City County
Christopher	Griffin	cgriffin@city.suffolk.va.us	2/11/2009 11:08	Suffolk
Rick	HALL	wrhall@james-city.va.us	2/10/2009 9:05	James City County
Emilie	Helms	ehelms@hrpdcva.gov	2/10/2009 8:21	HRPDC
Julia	Hillegass	jhillegass@hrpdcva.gov	2/18/2009 11:47	HRPDC
Karen	Holloway	kholloway@poquoson-va.gov	2/17/2009 14:52	Poquoson
John	Hudgins	jhudgins@gloucesterva.info	2/12/2009 7:25	Gloucester
Spotswood	Johnson	sajohnson@james-city.va.us	2/10/2009 9:05	James City County
Craig	Nordeman	cnordy@james-city.va.us	2/10/2009 7:24	James City County
Andy	Reed	areed@iwus.net	2/10/2009 8:41	Isle of Wight
Brian	Rizzo	BRizzo@city.suffolk.va.us	2/17/2009 12:31	Suffolk
Alan	Robertson	robertsona@wjcc.k12.va.us	2/10/2009 9:55	Williamsburg
William	Rockwell	WRockwell@city.suffolk.va.us	2/17/2009 12:31	Suffolk
mark	rogers jr	mrogersjr@james-city.va.us	2/11/2009 12:06	James City County
Roger	Sprigg	rsprigg@james-city.va.us	2/10/2009 11:25	James City County
John	Wolfe	jwolfe@city.suffolk.va.us	2/11/2009 11:08	Suffolk
Aston	Woody	ashton.woody@yorkcounty.gov	2/10/2009 16:26	York



VIRGINIA  
**ENVIRONMENTAL EXCELLENCE**  
PROGRAM



## Certificate of Achievement

# City of Williamsburg Public Works & Utilities Shop Complex

Presented for achieving the level of Extraordinary Environmental Enterprise (E4)  
by demonstrating continuous and sustainable environmental progress,  
community involvement and compliance with environmental requirements.

**Thank You for Making the Environment Your Business.**

**November 2008**

